



**GENEVA COMMUNITY UNIT SCHOOL DISTRICT NUMBER 304  
227 NORTH FOURTH STREET, GENEVA, KANE COUNTY, ILLINOIS  
POLICY COMMITTEE MINUTES**

The Board of Education Policy Committee met at 6:30 p.m. on Monday, February 24, 2020, at Coultrap Educational Services Center, 227 North Fourth Street, Geneva, Illinois.

**1. CALL TO ORDER**

The meeting was called to order at 6:30 p.m. by Committee Chair Juby.

Committee members present: Leslie Juby, Alicia Saxton. Late: Larry Cabeen.

District staff present: Anne Giarrante, Director for Student Services; Dr. Andy Barrett, Assistant Superintendent for Learning & Teaching; Dr. Dean Romano, Assistant Superintendent for Business Services; Dr. Kent Mutchler, Superintendent.

Others present: Taylor Egan.

**2. PUBLIC COMMENT (Policy 2:230)**

None.

**3. APPROVAL OF MINUTES (Policy 2:220)**

3.1 January 27, 2020

Motion by Saxton, second by Juby, the minutes were approved as presented.

**4. DISCUSSION / POSSIBLE FUTURE CONSIDERATION**

4.1 2020-2021 Policy Committee Calendar – Draft

Motion by Saxton, second by Juby, the calendar was approved as presented.

4.2 Policy 4:10, Fiscal and Business Management - **Revised**

With this policy, the Committee would like to make a change under “Implementation”. In the second paragraph, first sentence, where it says, “transfers within funds”, the Committee would like that to say “intrafund transfers”, which is more in line with PRESS and neighboring districts.

Motion by Saxton, second by Juby, the policy will go forward to the full Board with the approved changes.

4.3 Policy 7:270, Administering Medicines to Students

Anne Giarrante shared with the Committee her recommended changes after speaking with the Illinois Association of School Boards, district nurses and the district attorney. Most of the changes are minor. Under “Self-Administration of Medication”, the self-administration of an epi pen is always prescribed by a licensed provider and not just the student’s discretion. We are combining language from our old Neola policy, so we needed to make sure that we identified the Diabetic Management Plan. Under “School District Supply of Undesignated Asthma Medication, first sentence, “shall” was changed to “may”. The reason for this is because sometimes it is hard to get a supply of medication. Every time we have had “shall” it’s been because it’s case law, so can we do this? (Yes.) In the ninth line, “Human Resources Department” was added instead of using “building administrator and/or his or her corresponding school nurse”. This was done because the training is done through GCN and HR keeps those records, not the buildings. Under “School District Supply of Undesignated

Epinephrine Auto Injectors”, why was “auto injectors” removed? (Because it is not always an injector.) Under “School District Supply of Undesignated Glucagon” we would prefer not to do this. This is not something you can administer to just any student. It must be a student with a diabetic care plan. When PRESS sent this out, they said that the School Board should decide this with the help of an attorney. It was assumed that anyone with or without a plan could get this and we had to have it available. (The interpretation of opioid antagonist is that you assess the situation and if you think for any reason that the person needs an opioid antagonist you can give that to them. With the glucagon you must know that the person was diagnosed with diabetes.) Anne will investigate and get clarification, and then this will come back to the Board for more discussion. Under “Administration of Medical Cannabis”, the paragraph under #3, we added “as is rectal, ocular, or injectables. CBD oils are unregulated and are not a substitute for medical cannabis and therefore are not allowed in the District”.

**5. INFORMATION**

5.1 Updated Exhibits

5.1.1 2:140-E, Guidance for Board Member Communications, Including Email Use

5.1.2 2:220-E2, Motion to Adjourn to Closed Meeting

5.1.3 2:220-E6, Log of Closed Meeting Minutes

5.1.4 5:20-E, Resolution to Prohibit Sexual Harassment

**6. OUTSTANDING POLICY CLEANUP & REVIEW \***

None.

**7. ADJOURNMENT**

At 6:42 p.m., on a motion by Cabeen, a second by Saxton, and with unanimous consent, the meeting was adjourned.

APPROVED May 26, 2020  
Date

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Leslie Juby CHAIRPERSON

SECRETARY Dr. Kent Mutchler

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Bonnie J. Johnson RECORDING SECRETARY