



**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, August 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. Absent: Dan Choi.

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

Others: Dave Lamb.

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

None.

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

3.1 July 20, 2020

Motion by Saxton, second by Juby, to approve the minutes as presented. Ayes, two (2), Saxton, Juby. Nays, none (0). Absent, one (1), Choi. Abstained, none (0). Motion carried unanimously.

**4. DISCUSSION / POSSIBLE FUTURE CONSIDERATION**

4.1 Policy 2:260, Uniform Grievance Procedure – Updated

This policy contains every grievance except for Title IX, which has been carved out for its own policy. There is a required question to answer and we will use the default. This policy can move forward to the full Board.

Motion by Saxton, second by Juby, to approve policy 2:260 as presented. Ayes, two (2), Saxton, Juby. Nays, none (0). Absent, one (1), Choi. Abstained, none (0). Motion carried unanimously.

4.2 Policy 2:265, Title IX Sexual Harassment Grievance Procedure – New

This is a new policy that deals with Title IX sexual harassment. How do we train our Title IX coordinators? Do we have something in place for this or is this something you need to work on? (We will be seeking out additional training on how to implement the contents of this policy.) There is a survey that you will also need to fill out for ISBE, and you will be doing that right? (Yes.) During a webinar, it was mentioned that we must post our training materials on our website, and this could be a violation of copyright. They did flippantly say that we could develop our own policy training. Do we need to take this to our attorney? (Yes, I would anticipate that once we have determined what the training is, and gathered the appropriate training materials, that we would have a conversation with our attorney on what we can and cannot post on our website.) There are questions that need to be answered for this policy, and we can use the default for all three. This policy can go forward to the full Board.

Motion by Saxton, second by Juby, to approve policy 2:265 as presented. Ayes, two (2), Saxton, Juby. Nays, none (0). Absent, one (1), Choi. Abstained, none (0). Motion carried unanimously.

4.3 Policy 5:10, Equal Employment Opportunity and Minority Recruitment – Updated  
This policy was updated specifically to reference the Title IX coordinator. This policy can go forward to the full Board.

Motion by Saxton, second by Juby, to approve policy 5:10 as presented. Ayes, two (2), Saxton, Juby. Nays, none (0). Absent, one (1), Choi. Abstained, none (0). Motion carried unanimously.

4.4 Policy 5:100, Staff Development Program – Updated  
This policy was updated to reflect the Title IX regulations. This can go forward to the full Board.

Motion by Saxton, second by Juby, to approve policy 5:100 as presented. Ayes, two (2), Saxton, Juby. Nays, none (0). Absent, one (1), Choi. Abstained, none (0). Motion carried unanimously.

4.5 Policy 5:20, Workplace Harassment Prohibited – Updated  
This policy was updated to reference changes made in policy 2:260. On page 3, under “General Policy Statement, third paragraph, should we have “or designee” after the first “Board”? (Yes.) This policy can go forward to the full Board with this update.

Motion by Saxton, second by Juby, to approve policy 5:20 with updates. Ayes, two (2), Saxton, Juby. Nays, none (0). Absent, one (1), Choi. Abstained, none (0). Motion carried unanimously.

4.6 Policy 5:220, Substitute Teachers – Updated  
This policy update is in response to the order that was extended for the TRS exception. This policy can go forward to the full Board.

Motion by Saxton, second by Juby, to approve policy 5:220 as presented. Ayes, two (2), Saxton, Juby. Nays, none (0). Absent, one (1), Choi. Abstained, none (0). Motion carried unanimously.

4.7 Policy 7:10, Equal Educational Opportunities – Updated  
This policy has a required question from the executive order that the governor passed about making the commitment to inclusive schools. We need to take this question to the full Board for further discussion.

Motion by Saxton, second by Juby, to approve policy 7:10 as presented for further discussion. Ayes, two (2), Saxton, Juby. Nays, none (0). Absent, one (1), Choi. Abstained, none (0). Motion carried unanimously.

4.8 Policy 7:180, Prevention of and Response to Bullying, Intimidation, and Harassment – Updated

The updates in this policy are again in response to the Title IX regulations and the new policy, 2:265. This policy can go forward to the full Board.

Motion by Saxton, second by Juby, to approve policy 7:180 as presented. Ayes, two (2), Saxton, Juby. Nays, none (0). Absent, one (1), Choi. Abstained, none (0). Motion carried unanimously.

4.9 Policy 7:185, Teen Dating Violence Prohibited – Updated  
The updates in this policy are due to new policy 2:265 and revised policy 2:260. We do periodically train our staff on issues related to teen dating violence. How often do we do that? (We follow the guidelines recommended by the Kane County Regional Office of Education.) Do we train through the ROE or just follow their guidelines? (We give suggested schedules for training that the school code requires.) This policy can go forward to the full Board.

Motion by Saxton, second by Juby, to approve policy 7:185 as presented. Ayes, two (2),

Saxton, Juby. Nays, none (0). Absent, one (1), Choi. Abstained, none (0). Motion carried unanimously.

4.10 Policy 7:20, Student Records – Updated

This policy was updated due to Title IX. This policy can go forward to the full Board.

Motion by Saxton, second by Juby, to approve policy 7:180 as presented. Ayes, two (2), Saxton, Juby. Nays, none (0). Absent, one (1), Choi. Abstained, none (0). Motion carried unanimously.

**5. INFORMATION**

During a webinar with IASB, one of the things that they talked about was that they are offering an equity training for school boards. Given the policies we have, this might be something we should consider during a retreat. It would probably be best for us all to do it together.

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

None.

**7. ADJOURNMENT**

At 6:18 p.m., on a motion by Saxton, a second by Juby, and with unanimous consent, the meeting was adjourned.

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| APPROVED  | <u>September 28, 2020</u><br>Date | <u>Leslie Juby</u>       | CHAIRPERSON            |
| SECRETARY | <u>Dr. Kent Mutchler</u>          | <u>Bonnie J. Johnson</u> | RECORDING<br>SECRETARY |