



**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 6:15 p.m. on Monday, April 22, 2024, at Coultrap Educational Services Center, 227 North Fourth Street, Geneva, Illinois.

**1. CALL TO ORDER**

The meeting was called to order at 6:17 p.m. by Committee Chair Bellino.

Committee members present: Molly Ansari, Stephanie Bellino. Late: Willard C. Hooks Jr.

District staff present: Dr. Andy Barrett, Superintendent; Dr. Adam Law, Assistant Superintendent Personnel Services.

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

None.

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

1. January 22, 2024

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

**4. DISCUSSION / POSSIBLE FUTURE CONSIDERATION**

1. 2024-25 Policy Committee Meeting Calendar – Draft

This calendar aligns with the Board calendar.

2. Policy 2:260, Uniform Grievance Procedure – Updated

This policy was updated because it will outline how to file a complaint in relation to the new policy.

3. Policy 2:265, Title IX Grievance Procedure – Updated

The title was the only thing updated in this policy. They removed “sexual harassment” from the title and included it in the body of the policy. This change was made because the State is anticipating a change from the US Department of Education to be coming down soon that will change what the Title IX regulations are. We are just trying to align and get a head start.

4. Policy 2:270, Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited – New

This is a brand-new policy related to a new law in Illinois called ‘Racism Free Schools.’ There are several things going forward that we will need to do to be compliant. The main goal of this policy is to address racism. The policy gives examples of prohibited conduct, how to make a report or claim and the investigation process, references federal and state agencies, outlines a prevention and response program, how and where to post, how to enforce, and retaliation. Annually, we must distribute a summary of the policy that is accessible and age appropriate for students, parents, and guardians. This could be addressed in the student handbook, or we can discuss other options to distribute. One of the reasons there are so many other policies touched by this, is because we already do so many of these things in practice and have policies in place about these things already. We will need more guidance on how to address the age-appropriate language. This policy states, “shall report anonymous reporting” and we already have this with our Safe Schools Tip Line.

5. Policy 4:190, Targeted School Violence Prevention Program – Updated

This policy was updated because we follow the Virginia Public Schools program that was created around school violence. They recently made updates, so we are updating to align with their program. What was added is that we are encouraging parents and students to report threatening behaviors that may represent a threat. We will need to see if we need anything additional to hand out or maybe have it in our handbooks. Our tip line is readily available on our website.

6. Policy 5:10, Equal Employment Opportunity and Minority Recruitment – Updated

This policy was updated to reference the new policy.

7. Policy 5:20, Workplace Harassment Prohibited – Updated

This policy was updated to reference the new policy.

9. Policy 5:100, Staff Development Program – Rewritten

Nothing changes in the body of this policy as to what is included in staff development, but IASB is now structuring it differently. They did this because they found that there were constantly things coming up that we had to add. There are no additional trainings with this policy, but there is one question the committee is required to answer. For districts who have a practice of offering instruction in life-saving techniques and first aid in their staff development programs, we can insert the following optional paragraph, “An opportunity shall be provided for all staff members to acquire, develop, and maintain the knowledge and skills necessary to properly administer life-saving techniques and first aid, including the Heimlich maneuver, cardiopulmonary resuscitation, and the use of an automated external defibrillator, in accordance with a nationally recognized certifying organization. Physical fitness facilities’ staff must be trained in cardiopulmonary resuscitation and use of an automated external defibrillator.” This is not universal and not for everyone. We have specific staff that are trained in these areas. We will go with the default answer of ‘no’ and not add this additional paragraph.

Comments, questions, concerns: Do we have enough staff trained to accommodate our need? (Yes.) This policy lists several trainings that districts need to provide. Putting them in the policy does have the potential for creating some confusion because some of the training’s are not required for everyone. On the other hand, having them all listed shows the number of trainings for our staff. It also makes it seem as though they are all of equal value when they are not. Will there be training in some of these areas? (Yes, but it is not noted the frequency in which they should occur.) Is it fair to say that we are proactive rather than reactive? (Yes.) How do we determine who needs what training each year? (There are some topics that are on a schedule from ISBE that states the frequency of trainings for all staff. Some training courses are done by other departments and are geared toward a specific group of staff members.) What kind of training do staff get on discrimination? (We use Global Compliance Network (GCN) and from year-to-year we assign which trainings we are doing. We then can track staff completing those trainings through GCN.) How do you evaluate the effectiveness of such training? (That is difficult to do with the GCN trainings, but they are compliant with the state. Some of the other trainings we get to see our staff in action.) The volume of things that staff need to be trained in becomes so vast that it is hard to gauge how effective the trainings are.

10. Policy 5:300, Schedules and Employment Year – Updated

This policy was updated for legal references only.

11. Policy 7:10, Equal Educational Opportunities – Updated

This policy was updated to reference the new policy.

12. Exhibit 7:10-E, Equal Educational Opportunities Within the School Community – Updated

This policy was updated to reference the new policy.

13. Policy 7:20, Harassment of Students Prohibited – Updated

This policy was updated to reference the new policy.

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

This policy was updated to reference the new policy.

Motion by Ansari, second by Bellino, to approve moving the calendar and policies as presented, items 4.1-4.14, forward to the full board. Ayes, two (2), Ansari, Bellino. Nays, none

(0). Absent, none (0). Abstained, one (1), Hooks. Motion carried unanimously.

**5. INFORMATION**

We received several more policies in this last update from PRESS but chose to split them up to allow for more conversation. The remainder of the policies will be reviewed at the June meeting due to the cancellation of the May 28 meeting.

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

**7. ADJOURNMENT**

At 6:53 p.m., on a motion by Ansari, a second by Hooks, and with unanimous consent, the meeting was adjourned.

APPROVED	<u>June 10, 2024</u>	<u></u>	CHAIRPERSON
	Date	Stephanie Bellino	
SECRETARY	<u>Dr. Andy Barrett</u>	<u>Bonnie J. Johnson</u>	RECORDING SECRETARY