

**Minutes of the Policy Committee Meeting  
North Boone Community Unit School District #200**

Held at North Boone District Office  
6248 North Boone School Road  
Poplar Grove, IL 61065  
Wednesday, February 4, 2025 at 5:00 p.m.

**CALL TO ORDER AND ROLL CALL**

The meeting was called to order at 5:00 p.m. by Mrs. Nancy Schilling. The following Committee members were present: Dr. Michael Greenlee, Mary Maxey (arrived at 5:01 pm), Nancy Schilling, Liz Saveley, and Andrea Sowers. Tasha Rayas and Sue Zarndt were absent. Joe Haverly and Ed Mulholland were also present.

**AUDIENCE TO VISITORS**

*(None)*

**IASB PRESENTATION ON PRESS PLUS**

Nicholas Baumann from IASB attended to present to the Committee how PRESS Plus can help our District with the Board Policies. Currently, the District is utilizing PRESS to receive updates on the policies. PRESS is an annual subscription service and an online resource for school board members, administrators, and attorneys. The District receives PRESS Issues, with an Update Memo, that contains periodic updates and revisions to the Policy Reference Manual based upon changes in the law and best practices. Any updates to Policies, AP's and Exhibits are done manually in the District Office and can be extremely time-consuming.

PRESS Plus is also an annual subscription service however it is IASB's customized full-maintenance policy update service. To begin this service, an IASB Policy Manual Customization would need to be completed. This would ensure that the Policy Manual is completely up to date and we would be able to customize it to how the District runs. Once this has been completed, all updates going forward will be completed by IASB, after our review. Once that has been completed, there is an option to use School Board Policies Online, which would assist in using the District's website for the manual to be publicly available with easy search options, thus promoting transparency. Currently, our policies are linked to a Google Drive that contains all of the policies in PDF form and can be difficult for users to find the correct policy. This is something that can be looked into after the customization has been completed, which will take several months to accomplish. Once it is completed, it will then require Board approval.

The cost for the Policy Manual Customization is \$7,450 and PRESS Plus has an annual fee of \$950. After some discussion, it was agreed to move forward with the Policy Manual Customization. Andrea Sowers will reach out to the Board and the Committee to set up a sub-committee to work on the customization.

## CONSIDERATIONS OF POLICY RECOMMENDATIONS FROM PRESS:

The Committee discussed the following policies from PRESS and legal counsel:

- 2.105..... Ethics and Gift Ban
- 2.110..... Qualifications, Term, and Duties of Board Offices
- 2.120..... Board Member Development
- 2.140..... Communications to and From the Board
- 4.10..... Fiscal and Business Management
- 4.30..... Revenue and Investments
- 4.40..... Incurring Debts
- 4.60..... Purchase and Contracts
- 4.150..... Facility Management and Building Programs
- 4.160..... Environmental Quality of Buildings and Grounds
- 4.170..... Safety
- 4.190..... Targeted School Violence Prevention Program
- 5.10..... Equal Employment Opportunity and Minority Recruitment
- 5.20..... Workplace Harassment Prohibited
- 5.30..... Hiring Process and Criteria
- 5.35..... Compliance with the Fair Labor Standards Act
- 5.90..... Abused and Neglected Child Reporting
- 5.120..... Employee Ethics; Code of Professional Conduct; and Conflict of Interest
- 5.125..... Personal Technology and Social Media; Usage and Conduct
- 5.150..... Personnel Records
- 5.230..... Maintaining Student Discipline
- 6.20..... School Year Calendar and Day
- 6.60..... Curriculum Content
- 6.65..... Student Social and Emotional Development
- 6.135..... Accelerated Placement Program
- 6.270..... Guidance and Counseling Program
- 6.340..... Student Testing and Assessment Program
- 7.10..... Equal Educational Opportunities
- 7.100..... Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students
- 7.160..... Student Appearance

- 7.165..... School Uniforms
- 7.180..... Prevention of and Response to Bullying, Intimidation, and Harassment
- 7.200..... Suspension Procedures
- 8.10..... Connection with the Community

A number of these policies remained unchanged. The updates were due to the legal references, cross-references, or footnotes in response to a five-year review. These policies will be brought to the February 18, 2025, Board Meeting for the First Reading.

### **ANNOUNCEMENTS**

The next scheduled date for a Policy Committee Meeting is February 26, 2025, however, the next PRESS issue will not be available until April. Therefore, the meeting has been canceled.

### **ADJOURNMENT**

The meeting adjourned at 6:05 p.m.

Submitted by:

Mary Maxey /s/  
Mary Maxey  
Committee Co-Chair

Nancy Schilling /s/  
Nancy Schilling  
Committee Co-Chair