

**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 26, 2020 at 3:00 p.m.

**CALL TO ORDER AND ROLL CALL**

The meeting was called to order at 3:00 p.m. by Mrs. Mary Maxey. The following Committee members were present: Melissa Geyman (representing Dr. Michael Greenlee), Kelly Holsker and Jeannine Plath. Absent: Kelly Hanaman, Jarrod Peterson and Jeannine Plath. Also present: Barb Sager.

**AUDIENCE TO VISITORS**

*(None)*

**CONSIDERATIONS OF POLICY RECOMMENDATIONS FROM PRESS**

The Committee discussed the following policies from PRESS:

2.20..... Powers and Duties of the School Board; Indemnification

2.70 ..... Vacancies on the School Board – Filling Vacancies

2.100..... Board Member Conflict of Interest

2.105..... Ethics and Gift Ban

2.110..... Qualifications, Term, and Duties of Board Officers

The Committee recommended retaining the senior board member paragraph to preserve the current procedure.

2.200..... Types of School Board Meetings

2.220..... School Board Meeting Procedure

2.260..... Uniform Grievance Procedure

4.15..... Identity Protection

4.30..... Revenue and Investments

4.60..... Purchases and Contracts

The Committee chose to keep our current language showing a threshold of \$2,500 for capital assets.

4.80..... Accounting and Audits

The Committee recommends upholding the language for expenditures of \$10,000 or more to require proposals from at least three (3) reputable persons, entities, or firms whenever possible.

5.10..... Equal Employment Opportunity and Minority Recruitment

- 5.20..... Workplace Harassment Prohibited
- 5.30..... Hiring Process and Criteria
- 5.50..... Drug and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition
- 5.90..... Abused and Neglected Child Reporting
- 5.100..... Staff Development Program
- 5.120..... Employee Ethics; Conduct; and Conflict of Interest
- 5.250..... Leaves of Absence

The language that is consistent with the union contracts was retained.

- 5.290..... Employment Termination and Suspensions

Retirement bonus changed from twenty to fifteen years. Standard language added to not conflict with an applicable collective bargaining agreement or individual employment contract or benefit plan.

- 5.330..... Sick Days, Vacation, Holidays, and Leaves

The language consistent with the union contracts was retained. The Committee eliminated the one year waiting period for vacation. Language stating the Superintendent or designee has the discretion for giving vacation time was added. In addition, the Committee added that floating holidays will be determined by the employee’s direct supervisor.

- 6.60..... Curriculum Content
- 6.150..... Home and Hospital Instruction
- 6.300..... Graduation Requirements

Graduation requirement specific to our District were retained.

- 7.20..... Harassment of Students Prohibited
- 7.150..... Agency and Police Interviews
- 7.180..... Prevention of and Response to Bullying, Intimidation, and Harassment
- 7.270..... Administering Medicines to Students

Ms. Sager has requested a prescription from Crusader Clinic for undesignated inhalers. She has not yet heard back from the physician. In the meantime, she is researching programs that provide free asthma medication.

This policy is also now looking for the District to have a supply of undesignated glucagon. Currently we use sugar tabs and call for an ambulance if the student does not have their own glucagon supply at their school.

Also stated as part of the policy change is “The Administration of Medical Cannabis section of the policy is void and the District reserves the right not to implement it if the District or school is in danger of losing federal funding.” Ms. Geyman will research if we are in jeopardy of losing any federal funding prior to adopting the changes to this policy.

The Committee decided to table this policy until the next Policy Committee meeting.

- 8.30..... Visitors and Conduct on School Property

Per a request from the Board President, the above, enhanced notes are an effort to reflect a more thorough summary of the meeting.

The following policies will be placed on the March 16, 2020 Board of Education meeting agenda for their first reading:

2.20, 2.70, 2.100, 2.105, 2.110, 2.200, 2.220, 2.260  
4.15, 4.30, 4.60, 4.80  
5.10, 5.20, 5.30, 5.50, 5.90, 5.100, 5.120, 5.250, 5.290, 5.330  
6.60, 6.150, 6.300  
7.20, 7.150, 7.180  
8.30

The following policy will be tabled until further information from the state can be obtained:

7.270

### **OTHER ITEMS FOR DISCUSSION**

Dr. Greenlee had asked Ms. Geyman to provide an update to the Committee regarding hiring procedures. She stated that with an administrative or like position, the District's key administrators would screen all applicants and choose about 8-10 candidates, with all internal candidates offered interviews. From there, they would pare it down to about 4 candidates, getting a good cross section of applicants. The Administration would then request input regarding candidate strengths and concerns, and they would have 1 or 2 finalists to interview for a third round. At that point, Dr. Greenlee conducts reference checks and makes contact with their staff and supervisors. The final applicant needs to be a good fit for both the candidate and the District. Dr. Greenlee then makes the final decision and brings a recommendation to the Board.

Ms. Geyman also suggested addressing our communication plan for Coronavirus. Ms. Sager said they are treating it like any other severe virus. Doctors and school nurses are in close communication with the Health Department and follow the recommended practice. Ms. Sager stated they work closely with the attendance secretaries to document the type of illness for students that are called in sick.

### **ANNOUNCEMENTS**

The date for the next Policy Committee meeting is to be determined.

### **ADJOURNMENT**

Meeting adjourned at 4:23 p.m.

Submitted by:

Mary Maxey /S/  
Mary Maxey, Committee Chair