

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
Tuesday, November 4, 2025 at 6:30 p.m.

I. Call to Order

The Policy Committee Meeting was called to order by Committee Chair Sarah Meyer at 6:31 p.m.

II. Roll Call

Roll call was conducted by Rhonda Pannier.

Members Present: Sarah Meyer, Nan Schilling, Russell O'Donnell, Dr. Matt Cascio, Brandon Meyer, Tasha Rayas, Sue Zarndt, and Liz Saveley
Nicholas Baumann (IASB) was also present.

Members Absent: Mary Maxey and Ed Mulholland

III. Audience to Visitors

None

IV. Review Customization Changes to Policy Manual from IASB-All Sections

After acknowledgment and appreciation extended to Nick for participation and his recognition of thorough prior review of policy manual by members, several following policies were clarified.

Section 1

Policy 1.20:

- Consensus to exclude the final sentence listing joint programs and intergovernmental agreements due to non-existence of several of the programs listed.

Policy 1.30:

- District to keep the mission statement, beliefs and related content, but update to the most current version. Policy should be updated whenever the strategic plan changes. District to provide current mission statement, beliefs, and philosophy to use to Nick.

Section 2

Policy 2.30:

- Inclusion of language limiting board members per congressional township to no more than three; applicable for districts formed before January 1, 1975, and those spanning more than two congressional townships.

Policy 2.40:

- Affirmed inclusion of advisory student board member language; no voting rights.

Policy 2.70E:

- New exhibit related to board work to remain in policy manual for transparency; administrative exhibits recommended for separate manual.

Policy 2.110:

- Discussion on conflicting language between district's treasurer duties and IASB press version.
- District to provide formally adopted language (amended June 17, 2025) for integration.

Policy 2.120:

- Discussion on optional paragraph on professional development regarding consequences of school exclusion to remain. No changes.

Policy 2.120 E1 & E2:

- Mentorship program language and website listing of board development/training to remain.

Policy 2.125:

- Leave language as "when possible" in policy.

Policy 2.150:

- Consensus to rename "Parent Teacher Advisory Committee" to "Discipline Committee" reflecting actual function.
- Behavioral Interventions Committee to be included in agenda, possibly meeting quarterly.
- Community committee to be added to policy; verbal description pending.
- Roll call and consensus language -unique district language on voting by roll call and committee recommendations to be included.

Policy 2.220:

- Confirmed audio recording of closed meetings.
- Optional language on board member requests for verbatim records to be adopted.
- Changed notice requirement for video/audio attendance notice from 24 hours to 48 hours, consistent with agenda posting timelines.

Policy 2.230:

- Public participation cards used for visitors. No change.

Policy 2.240:

- Policies to be available for public inspection at main office and adding "on website".

Policy 2.250:

- Decision to maintain full transparency by including detailed FOIA officer responsibilities in policy rather than referencing statute only.

Policy 2.260:

- Confirmed updates to include Title IX language.

Policy 2.265

- Adding language to include "The Superintendent or designee shall ensure that students, parents/guardians, employees, and members of the community are informed of the contact information for the District's Nondiscrimination Coordinator, Title IX Coordinator, Title IX Coordinator, and Complaint Managers on an annual basis".

Section 3

Policy 3.30E:

- Recommended renumbering 3.32 to 3.30E. to align with Press numbering system.

Policy 3.70:

- Noted no formal succession plan in place and will be developed. Press has a succession available to look at online.

Section 4

Policy 4.15:

- Option to include Personal Information Protection Act language discussed; decision to include for transparency.

Policy 4.30:

- Change “Chief Investment Officer” to “Executive Director of Business”. Will do so through the entire manual.

Policy 4.45:

- Retain “up to maximum fee” language for collection discretion.

Policy 4.50:

- Include unique language that reads “Checks will not be distributed or mailed prior to the check date.” Also change references from “Treasurer” to “Executive Director of Business.”

Policy 4.55:

- Spending limits confirmed as adequate; no changes.

Policy 4.60:

- Added language requiring proposals from at least three reputable entities for contracts \$10,000 and over.

Policy 4.70:

- Removed letter C - language relating to waste reduction goals due to impracticality.

Policy 4.80:

- Decided not to establish audit committee at this time; option to revisit later. Leaving the capitalization threshold to \$5,000.

Policy 4.92:

- Decided to follow IASB recommendation and not add policy 4.92.

Policy 4.110:

- Changing policy to state “Transportation Supervisor” instead of “Superintendent” to schedule routes. Adding unique language specific to district.

Policy 4.120:

- add “or designee” after “The Superintendent”.

Policy 4.130:

- add “or designee” after “The Superintendent”.

Policy 4.150:

- add “or designee” after “The Superintendent”.

Policy 4.160:

- add “or designee” after “The Superintendent”.

Policy 4.180:

- adding E-learning language.

Section 5

Exhibit 5.20 E:

- Requires a separate motion besides the entire manual.

Policy 5:30:

- Remove “The Superintendent shall ensure that” and begin with “The District”.

Policy 5:35:

- Will reach out to the attorney for clarification.

Policy 5:40:

- Remove middle paragraph referring to an employee with a communicable or chronic infection disease being monitored by the “District’s Communicable and Chronic Infections Disease Review Team”.

Policy 5.50:

- Remove “on call” language.

Policy 5.80:

- Removed “licensed”. Now will read “employees” instead of “licensed employees”.

Policy 5.100:

- Retain language pertaining to detailed training requirements in policy for transparency. Adding in language concerning life saving techniques.

Policy 5.170:

- Verify Marc Eckman is registered as DMCA Agent.

Policy 5.185:

- Nick is sending options for language to send to attorney for decision on which language to incorporate.
- Remove #2 line.

Policy 5.200:

- Keep “School year/day” language.

Policy 5.210:

- Added collective bargaining agreement (CBA) references.

Policy 5.230 & 5.240:

- Added collective bargaining agreement (CBA) references.

Policy 5.250:

- Retained leave for Department of Defense employment per contract.

Policy 5.260:

- Consult board attorney for guidance.

Policy 5.300:

- Added “or designee” to superintendent references for clarity.

Policy 5.310:

- Remove “half day components” language.

Policy 5.320:

- Add in Collective Bargaining Agreement statement and keep the old version of the evaluation provisions.

Policy 5.330:

- Keep old policy adding in the Collective Bargaining Agreement statement.

Section 6

Policy 6.50:

- Keep our current policy wording regarding the section “Unused Food Sharing Plan”.

Policy 6.60:

- Follow up conversation on gang education.

Policy 6.130:

- Remove policy completely.

Policy 6.200:

- Remove policy completely.

Policy 6.210:

- Add “Superintendent or designee”.

Policy 6.220:

- Remove policy completely.

Policy 6.230:

- Opted to retain current language.

Policy 6.235:

- Leave in the Press version.

Policy 6.240:

- Maintained “permissible” language rather than “encouraged.”

Policy 6.300:

- Leave as approved.

Section 7

Policy 7.15:

- Add District policy #3 “3. Is administered pursuant to the District’s extracurricular drug and alcohol testing program (see policy 7:240, Conduct Code for Participants in Extracurricular Activities).”

Policy 7.60:

- Add in “Allows non-resident students whose families own real property in the district to use paid taxes as tuition credit.”

Policy 7.190:

- #6 using press default language.
- #10 including press language concerning AI.

Policy 7.290:

- Keep in “Suicide Hotline language”.

Policy 7.300:

- Added language requiring written consent for participation.

Policy 7.345:

- Add “superintendent or designee”.

Section 8

Policy 8:40:

- Policy 8:40 is pulled in to policy 8.30 and updated to the press version.

Nick stated he would provide draft updates and a list of items needed. Members were encouraged to review drafts thoroughly and have multiple readings before the final adoption.

V. Adjournment

The motion to adjourn was made, and with no opposition heard, the motion carried by unanimous consent 8:22 pm.

Submitted by:

Sarah Meyer
Committee Chair

Nan Schilling
Ex-Officio

Approved: