

**POLICY COMMITTEE  
AGENDA CHART  
FOR  
SEPTEMBER 15, 2014  
(revised 8-12-14)  
MINUTES**

**Heather Kelley called the meeting to order at 6:01 p.m.**

**Roll call: Heather Kelley, Julie Morris, Larry Barger, Michele Erb, Dani Hopkins, Cathy Martin, Jeremy Bois, Brad Sweet, Dee Dee Johnson, Heidi Lange, Josh Aurand, Barb Browning, George Russell, Kris Arduino**

**Motion to approve Agenda**

**1<sup>st</sup> to approve no changes:**

**1<sup>st</sup> Browning 2<sup>nd</sup> Erb**

**All voted aye, motion carried**

**No comments from the community**

**Motion to approve Minutes of April 13, 2014**

**1<sup>st</sup> Russell 2<sup>nd</sup> Erb**

**All voted aye, motion carried**

**The committee reviewed the following policies:**

<b>Number</b>	<b>Title</b>	<b>Detail</b>	<b>Assignee</b>
<b>FEBRUARY 2014 PRESS</b>			
2:30	School District Elections	Policy and Footnotes are significantly changed from February 2014 PRESS	Julie Morris Recommended Press for First Reading
5:240	Suspension	Policy and footnotes are significantly changed in response to feedback from February 2014 PRESS	Dani Hopkins Pulled
7:180	Preventing Bullying, Intimidation, and Harassment	Policy, footnotes, Legal References, Cross References are updated to minimize occurrence and legal exposure Noted that a meeting was held for assistant principals for review and they will be reviewing the AP's at the next meeting also.	Barb Browning Recommended Press for First Reading
7:190	Student Discipline - Prohibited Student Conduct	Policy, footnotes, Legal References, and Cross References are updated in response to legislation and feedback	Julie Morris Pulled
3:60-E	Exhibit – Reporting Requirements for Building Principals Concerning School	NEW due to the Concealed Carry Act. The mandated reporting to the Dept of State Police wording should be “may be made”	Barb Browning Recommended PRESS with the

	Safety and Security	and ...anytime a DCFS report is made the principal should inform the superintendent of any report which we are NOT recommending but state that the principal shall keep a record of any reports made	changes as noted for First Reading
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**DISTRICT INITIATED REVIEW**

7:15	Student and Family Privacy Rights	District initiated review	Michelle Erb Maintain current policy for First Reading
7:15-E	Exhibit – Notification to Parents of Family Privacy Rights	District initiated review	Michelle Erb Maintain current policy for First Reading
8:95	School/Family Relations	District initiated review	Cathy Martin Maintain current policy for First Reading
5.50	Drugs and Alcohol – All Personnel	District initiated review to revise language from 1-21-13 Policy Committee to include the Press language and district initiated language	Dani Hopkins Revise current policy with additional language regarding the Drug and Alcohol Testing of Employees Generally and School Bus and Commercial Vehicle Drivers for First Reading along with inclusion of state laws
6:120-AP	Administrative Procedure - Special Education Procedures Assuring the Implementation of Comprehensive Programming for Children with Disabilities	District initiated review to provide that procedures are current and up to date and State recommendations to review the policy	Heidi Lange Recommended Current Policy for First Reading

**MAY 2014 PRESS**

4:60-AP-3	Administrative Procedure – Criminal History Records Check of Contractor Employees	NEW. Procedure identifies responsibility for obtaining a fingerprint-based criminal history records check on each contract's	Josh Aurand Recommended Press for First
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		employee who will have direct, daily contact with one or more students	Reading
4:100	Insurance Management	Policy is updated to include a new section on Student Insurance, noted on page 2, which states the Board shall which needs to state the Board may....	Josh Aurand Recommended Press with change to May for First Reading
4:110-AP-3 ( <del>4:170-AP-2</del> )	Exhibit – Administrative Procedure – School Bus Safety Rules	Exhibit is renumbered to keep it with material on Transportation	Josh Aurand Recommended Press for First Reading
4:110-E ( <del>4:170-AP-1, E-2</del> )	Exhibit – Emergency Medical Information for Students Having Special Needs or Medical Conditions Who Ride School Buses	Exhibit is renumbered to keep it with material on Transportation	Heidi Lange Recommended Press for First Reading
4:160	Environmental Quality of Buildings and Grounds	Policy is unchanged, footnotes and legal references are significantly revised	Josh Aurand Recommended Press for First Reading
4:160-AP	Administrative Procedure – Environmental Quality of Buildings and Grounds	Procedure is updated to reference the website	Josh Aurand Recommended Press for First Reading
4:170	Safety	Policy, footnotes, legal references and cross-references are significantly revised. A first responders and safety committee will be meeting to review this policy.	Barb Browning Recommended Press for First Reading
4:170-AP-1	Administrative Procedure – Comprehensive Safety and <del>Crisis Security Program</del> Plan	Renamed and rewritten	Barb Browning Recommended Press for First Reading
4:170-AP-2	Administrative Procedure – Routine Communications Concerning Safety and Security	NEW. Procedure identifies and describes routine communications	Barb Browning Recommended pulling until October after review of plans
4:170-AP-2, E-1 ( <del>4:170-AP-1, E-4</del> )	Exhibit – Letter to Parents/Guardians Regarding Student Safety	Exhibit is renumbered and edited	Barb Browning Recommended pulling until October after review of plans
4:170-AP-2, E-2	Exhibit – Letter to Parents/Guardians Regarding	Exhibit is renumbered and edited	Barb Browning Recommended

(4:170-AP1, E5)	Educational Programs About the Dangers of Underage Drinking		pulling until October after review of plans
4:170-AP-2, E-3	Exhibit – Letter to Parents/Guardians About Disruptive Social Media Apps; Dangers	NEW. Exhibit describes social media apps that have been disruptive to school settings across the country	Barb Browning Recommended pulling until October after review of plans To be a part of a comprehensive parent communications letter
4:170-AP-5	Administrative Procedure – Unsafe School Choice Option	Procedure’s weblinks and dates are updated	Michelle Erb Recommended Press for First Reading
4:170-AP-6	Administrative Procedure – Plan for Responding to a Medical Emergency at a Physical Fitness Facility with an AED	Procedure updated to remove dates that have passed. Administration will check on all AED units for offsite events and update all names.	Heidi Lange Recommended Press for First Reading with updates of personnel
4:170-AP-6, E-2	Exhibit – Notification to Staff and Parents/Guardians of CPR and AED Video (98-305)	NEW. Exhibit informs staff and parents about a training video on the IHSA website	Heidi Lange Recommended Press for First Reading with additions made
4:170-AP-7	Administrative Procedure – Targeted School Violence Prevention Program	Procedure nonsubstantively edited	Barb Browning Recommended Press for First Reading
4:170-AP-8	Administrative Procedure – Movable Soccer Goal Safety	Procedure edited to reflect new resource	Josh Aurand Recommended Press for First Reading
4:175	Convicted Child Sex Offender; Criminal Background Check and/or Screen; Notifications	NEW. The provisions in this policy were formerly in 4:170, Safety, keep in language regarding certified staff members and background check and/or screening	Julie Morris Recommended Press for First Reading
4:175-AP-1 (4:170-AP-2)	Administrative Procedure – Criminal Offender Notification Laws; Screening	Procedure is renumbered, renamed and edited	Julie Morris Recommended Press for First Reading
4:175-AP-1, E-1	Exhibit – Informing Parents/Guardians About	Exhibit is renumbered and renamed	Julie Morris Recommended

(4:170-AP- <del>2,E1</del> )	Offender Community Notification Laws		Press for First Reading
5:280	Educational Support Personnel – Duties and Qualifications	Policy and footnotes are updated with the language for	Dani Hopkins Recommended Press for First Reading
6:150	Home and Hospital Instruction	Policy and footnotes are updated	Heidi Lange Recommended Press for First Reading
7:190-AP-7	Administrative Procedure – Student Discipline Guidelines	NEW – Procedure implements guidance from the federal government. Review this at Discipline Policy Review committee	Julie Morris Recommended Press for First Reading
7:250	Student Support Services	Policy is updated	Heidi Lange Recommended Press for First Reading
7:250-AP-1	Administrative Procedure – Measures to Control the Spread of Head Lice at School	Policy is updated	Heidi Lange Recommended pulling for October Policy

**Motion to adjourn**

**1<sup>st</sup> Erb 2<sup>nd</sup> Browning**

**All voted aye, the Motion carried.**

**The meeting adjourned at 7:12 p.m.**