Harvey School District 152 Policy Committee Meeting Minutes Tuesday January 14, 2014

Central Office Boardroom

Agenda:

- 1. Call to Order
- 2. Review of Presentation Copy of Customized Policies (Sections 1-8)
- 3. Good of the Order

Present: Board Member Betty Johnson (Chairperson), Dr. Sophia Jones-Redmond (Facilitator), Sirlena Thomas, and Nicole Wright

1. **Call to Order**: Meeting was called to order at 10:02am. The agenda was approved with one revision "review of presentation copy of customized policies".

2. Review of Presentation Copy of Customized Policies Reviewed the following Sections:

| Section: | Action(s): |
|----------|--|
| 1 | No revisions |
| 2 | No revisions |
| 3 | No revisions |
| 4 | 4:20 Fund Balance: need to add the following language: "The school district seeks to maintain year-end fund balance no less than the range of 25-33 percent of the annual expenditure in each fund" |
| | 4:60 Purchase and Contracts: revise language to include the following: #7 "Consulting contracts over \$500.00 require Board approval on annual basis" |
| | 4:152 Security Camera and Metal Detector: should be 7:140 AP1 |

| 5 | 5:152 Employee Dress Code: revise the following language " prevent disruptions, set examples for students and not distract from the educational environment, Harvey School District #152," 5:185 Family Medical Leave: need procedures to be added 5:280 Duties and Qualifications: need to add Media Assistants to the current language and remove non-certificated personnel since district requires certification for all paraprofessionals (under the title of Paraprofessional and Teacher Aides) |
|---|--|
| 6 | No revisions |
| 7 | 4:152 Security Camera and Metal Detector becomes 7:140 AP1 |
| 8 | 8:20ALT: Community Use of School Facilities is in the original manual and should be changed to a procedure for revised policy manual |

Dr. Jones-Redmond forwarded revisions to Brian Zumpf, IASB, on Wednesday, January 15, 2014.

Sections of the customized policy manual will be distributed to Board Members:

| • | January 24 th | Section 1: School District Organization |
|---|--------------------------|--|
| | | Section 2: School Board |
| • | January 31st | Section 3: General School Administration |
| • | February 7th | Section 4: Operational Services |
| • | February 14th | Section 5: Personnel |
| • | February 21st | Section 6: Instruction |
| • | February 28th | Section 7: Students |
| • | March 7 th | Section 8: School Community Relations |

Good of the Order:

Meeting was adjourned at 11:27am. The next Policy Committee Meeting is scheduled for Tuesday, February 4, 2014 at 10:00am.

Action Item(s): Policy Committee request approval of revised Policy 4:60 Operational Services. Added #7 with language to include "...consulting contracts over \$500.00 require Board approval on annual basis". Please see attachment.