

**POLICY COMMITTEE MEETING
MINUTES
OF
FEBRUARY 16, 2010**

Policy meeting called to order by Sandi Johnson at 5:08 p.m.

Roll call: Sandi Johnson, Julie Morris, Anthony Rosilez, Michelle Erb, Dani Hopkins, Caroline Pate-Hefty, Josh Aurand, Kathy Geyer, Jacquelyn Ruch, Mike Osborne, Kris Arduino (Quorum)

Motion to Approve Agenda

1st Aurand 2nd Morris

All aye

Motion carried.

Comments from Community

- (1) Cynthia Hayenga regarding body sprays, noting specifically AX spray. Mrs. Hayenga requested the committee to consider placing a ban on all aerosol sprays to avoid making students with asthma or allergies miserable. Sandi Johnson noted that the committee would discuss this.

Approval of Meeting Minutes from January 19, 2010

1st Erb 2nd Ruch

All aye, except for Geyer who abstained.

Review of Policies

The Committee reviewed the following policies and recommended the following policy updates as noted for First Reading:

POLICY CHART (2-16-10 Policy Committee Meeting)			
Number	Title	Detail	Person In Charge
4:160-AP	Operations – Hazardous & Infectious Materials	Review as Caroline Pate-Hefty’s request This policy will remain in its current	Caroline 1 st

		<p>form with the addition of language to provide for a ban on all pressurized sprays, including but not limited to spray paint, deodorant, cologne, perfume or hairspray which may cause respiratory problems or otherwise be hazardous to the health or safety of staff and students. The definition of an aerosol spray is defined by the Federal Environmental Protection Agency. Keep current with added language as cited above.</p>	reading
5:50	Drug & Alcohol Free Workplace (<i>not in Press</i>)	<p>Review Dani added in 1 and 2 the word: solicitation (after possession) Strike 6, 7 and 8 in the policy as they are redundant. Lynn asked that this policy be held over Dani noted that Lynn has not contacted her with any further suggestions on this policy and the committee reached consensus to keep current with above changes to move to First Reading.</p>	<p>Dani Held over from Jan. 1st reading</p>
5:120-AP-2	Administrative Procedure – Employee Conduct Standards	<p>NEW – Standards for employee conduct too comply with 105 ILCS 5/10-22.39 This is totally new through PRESS. Lynn and Julie will review this and talk about it. On Item 1 it should refer to Collective Bargaining Agreement for appearance or personal dress. Other than that it is not included in CBA. I would recommend enough time to allow the Union for feedback on this Policy before putting through. This is a Conduct Code which needs to be reasonable. Julie would like this to be included in the Handbook. Julie noted that Lynn has not contacted her with any suggestions for this Policy. Add in 7:180 to the list of items under 9 preventing bullying and harassment</p>	<p>Julie Held Over from Jan. 1st reading</p>

		in the Conduct Code 5:120-AP-2. Item 1 refers to appearance and there should be reference to certified staff Collective Bargaining Agreement for standards of professional dress. Adopt Press with added bullying reference for First Reading	
5:140	Solicitations By or From Staff	Policy that Sets out employee solicitation or sales on school grounds Sandi asked that this be held over	Julie Held over from Jan. Held over again to March
DECEMBER 2009 PRESS			
2:200	Types of School Board Meetings	Revised to designate the superintendent as the district official to receive the required training on the Open Meetings Act (OMA) 5 ILCS 120/1.05 effective 1-1-10, recognizing that compliance with OMA is a shared responsibility of board members, the same policy encourages each member to receive training. Adopt Press and the acting board president as a OMA.	Julie 1st reading
2:250	Access to District Public Records	Rewritten because of the extreme revisions to FOIA at 5 ILCS 140/ Adopt Press for first reading	Julie 1st reading
2:250-AP-1	Administrative Procedure – Access to and Copying of District Public Records	Rewritten because of the extensive revisions to FOIA at 5 ILCS 140/ Adopt Press for first reading	Julie 1st reading
2:250-E-1	Exhibit – Written Requests for District Records	Rewritten because of the extensive revisions to FOIA at 5 ILCS 140	Julie Held over to March
2:250-E-2	Exhibit – Response to Request for District Record Inspection	DISCONTINUE USE – Deleted no longer complaint due to extensive revisions to FOIA at 5 ILCS 140	Julie 1st reading
2:250-E-3	Exhibit – Inspection Report for District Records	DISCONTINUE USE – Deleted no longer compliance due to extensive revisions to FOIA at 5 ILCS 140	Julie 1st reading
2:250-E-2	Exhibit – Immediately Available District Public Records	NEW – FOIA, 5 ILCS 140/ requires districts to make a list of immediately available public records. It lists required items for web-posting along	Julie 1st reading

		with their legal references and any special instructions. Adopt Press for first reading	
4:110	Transportation	Amended and effective 11-17-09, to require school buses to contain an operating two-way radio and each district to have a school bus pre-trip and post-trip inspection policy with specific components. Josh noted that there is currently a first reading on file which will go to second reading on March 8. This amended Press update should be sent for first reading also.	Josh 1st reading
4:110-AP-2	Administrative Procedure – Post Trip Inspection and Bus Driving Comments Pre-Trip and Post-Trip Inspection: Bus Driving Comments	Re-named and amended to comply with requirements of 4:110 revisions Adopt Press for first reading	Josh 1st reading
5:10	Equal Employment Opportunity and Minority Recruitment	Updated to include the following recent State and federal legislation: 1. Illinois Genetic Information Protection Act (GIPA), 410 ILCS 513/25, and Title II of Genetic Information Nondiscrimination Act (GINA) 42 U.S.C. Sec 2000ff et.seq. 2. The State Equal Pay Act of 2003; 3. The Ill. Human Rights Act 775 ILCS 5/1-103(Q); 4. The Americans with Disabilities Act Amendments Act (Pub. L 110-325); 5. The Ill. Whistleblower Act, 740 ILCS 174. Adopt Press for first reading	Dani 1st reading
6:60	Curriculum Content	Updated to include new instruction requirements: 1. Events related to the forceful removal and illegal deportation of Mexican-American U.S. citizens during the Great Depression 105 ILCS 5/27-21. 2. Viewing the Congressional Medal of Honor film 105 ILCS 5/27-3.5; 3. Disability history, awareness, and the disability rights movement 105 ILCS 5/27-23.8., Adopt Press for first reading	Tony 1st reading Press

6:60-AP	Administrative Procedure – Comprehensive Health Education Program	Updated to include new instruction topics: 1. Cancer 105 ILCS 110/3; 2. Teen dating violence 105 ILCS 5/27-17 Adopt Press for first reading	Caroline 1st reading
7:10	Equal Educational Opportunities	Updated with new protected categories of (1) gender, identity (23 Ill. Adm Code, Sec 1.240) and (2) order of protection status (775 ILCS 5/1-103(Q), a Footnote now lists “failing to take corrective action to stop severe or pervasive harassment of an individual” as an area of jurisdiction that the Illinois Dept. of Human Rights has over schools as a place of public accommodation. 775 ILCS 5/5-102.2 Adopt Press for first reading	Tony 1st reading
7:20	Harassment of Students Prohibited	Amends the list of protected categories to include order of protection status and gender identity in response the legislation and amended State rules discussed above in 7:10 Adopt Press for first reading	Tony 1st reading
7:180	Preventing Bullying, Intimidation and Harassment	Amended to (1) coordinate with the amended list of protected categories discussed above in policy 7:20, and (2) specify that using printed material or photographs to cause substantial disruption to school operations or interfere with the rights of other students or staff members is prohibited. Adopt Press for first reading. Add 7:180 into the Conduct Code Policy above. Sandi suggested a special committee for bullying procedures and discuss these as administrators and teachers. She would like people to come into the elementary schools to talk about bullying. Sandi would like these discussions brought to the board level to keep them informed on what is being done and how it is working. Tony would leave this new update as	Tony 1st reading

		7:180, and review the current 7:180 policy to either give it another number or delete so there is not two different policies with the same number.	
--	--	---	--

Next Meeting: March 15, 2010 at 5:00 p.m.

Motion to Adjourn

1st Ruch 2nd Geyer

All voted aye

Motion carried.

Meeting adjourned at 6:20 p.m.