

**POLICY MEETING MINUTES  
FOR**

**APRIL 19, 2021**

**6:00 p.m.**

**Meeting called to order at 6:01 p.m. by Sue Berogan**

**Roll call: Sue Berogan, Jill Berogan, Dr. Julie Morris, Dr. Michael Flanagan, Kris Arduino, Josh Aurand, Brad Sweet, Scott Rollinson, Dr. Micki Erb, Heidi Lange, Renee Coleman, Jason Blume**

**Motion to approve Agenda**

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

**All aye, Motion carried**

**The Committee reviewed and made recommendations for the following policies.**

**Motion to adjourn**

**1<sup>st</sup> J. Berogan 2<sup>nd</sup> Renee Coleman**

**All aye, Motion carried**

**The meeting adjourned at 7:04 p.m.**

<b>Policy Number</b>	<b>Detail</b>	<b>Assignee</b>	<b>Notes</b>
<b>4:170-AP-2-E-1</b>	<p><b>District Letter for Safety Links</b>  <i>This is on the website and included in the registration. Recommending to take this letter out (safety). We need to add Notice to Parents about Ed Technology Vendors after Teen Dating Violence; All information required in Parent Resource under the Community Tab we would recommend to just have posted on the website and leave paper copy and questions.</i></p>	<b>Mickie/Jason</b>	Recommended Proposed for First Reading
<p><b>TWO-YEAR REVIEW POLICIES Initiated by Board of Education</b></p>			
7:10-E-2 (3-1-17) No IASB	<p>School Roster Information Change Request  <i>Tied to our gender support plans and there is a problem with</i></p>	Mickie	Recommended Proposed for First Reading

	<p><i>Skyward adding items and you cannot do section differences. If family fills out if a name change is wanted everyone will get it as the main name. We will not keep the individual references. The parent will sign off on this and if a student wants it we will put in the nickname area. Keep the top part, take out the list and to the Harlem School District leave in.</i></p>		
<p>7:50-E-1 (6-14-04) No IASB – Deleted by IASB</p>	<p>Guidelines for Foreign Exchange Student Enrollment <i>Talked with counselor and the form is not used. They work with Rotary and IASB no longer uses – recommendation to Delete</i></p>	Mickie	Recommended Deletion for First Reading
<p>7:50-E-2 (3-9-15) Registration form No IASB</p>	<p>Birth Certificate Documentation <i>This form is used when a family does not have a birth certificate and recommending to keep as is</i></p>	Julie/Jason	Recommended Current for First Reading
<p>7:50 -E-3 (12-15-08) Registration Form No IASB</p>	<p>Affidavit in Support of No Birth Certificate <i>This form should be changed if the 30 days is up and not received a birth certificate and this is a form for the family to fill out and they need to provide rationale why they cannot provide. A new 3 – I am submitting the following documents to show the student’s name and age and make current 3 as 4. This is encouraged by counsel. At the bottom change the date to update.</i></p>	Julie/Jason	Recommended Proposed for First Reading
<p>7:60 (6-12-17)</p>	<p>Residence <i>No changes recommended, keep as is</i></p>	Josh/Jason	Recommended Current for First Reading

7:60-AP-1 (4-26-17)	Challenging a Student's Residence Status <i>No changes recommended, keep as is</i>	Josh/Jason	Recommended Current for First Reading
7:60-AP-2-E-1 (4-26-17) Registration form	Letter of Residence from Landlord in Lieu of Lease <i>No changes recommended, keep as is</i>	Josh/Jason	Recommended Current for First Reading
7:60-AP-2-E-3 (4-26-17) Registration Form	Evidence of Non-Parents Custody, Control and Responsibility of a Student <i>No changes recommended, keep as is. We already added the area for an IEP designation so as is</i>	Josh/Jason	Recommended Current for First Reading
7:60-E-1 (9-25-17) Registration Form No IASB	Proof of Residency <i>No changes recommended, keep as is.</i> <i>We are making changes to the process as returning families will not need to prove residence unless they are on an affidavit or we have returned mail from them.</i>	Josh/Jason	Recommended Current for First Reading
7:60-E-2 (2017ISBE form) Registration Form	Letters of Residence <i>We no longer have these in place but they are in other AP's recommended deletion. We will continue to use 7:60-AP-2-E 2</i>	Josh/Jason	Recommended Deletion for First Reading
7:60-E-3 (6/05) ISBE form) Registration Form	Affidavit of Enrollment and Residency, <i>We no longer need this form as it is contained in 7:60-AP-2-E-3, recommended deletion</i>	Josh/Jason	Recommended Deletion for First Reading

7:61 (5-26-09) No IASB	Student Residency (Letter of Residency)  Students Living with District Residents  <i>This ties back to 7:60-AP-2-E-3 and recommended keeping this Policy, no changes</i>	Josh/Jason	Recommended Current for First Reading
7:80 (11-13-17)	Release Time for Religious Instruction/Observance  <i>No changes recommended as is</i>	Heidi/Mickie	Recommended Current for First Reading
7:110 (1-13-97) No IASB- Deleted by IASB	Students Transfers  <i>We have not used since 1997 as it is now known as 7:50. Recommended deletion</i>	Mickie	Recommended Deletion for First Reading
7:140-AP (11-13-17)	Use of Metal Detectors for Student Safety  <i>We do not currently use metal detectors but kept it in the event it may become an issue, recommended no changes and keep as is</i>	Julie	Recommended Current for First reading
7:150-E (5-23-05) DCFS No IASB	DCFS Investigator form  <i>These are filled out at the building level which is confidential, recommended no changes keep as is</i>	Heidi	Recommended Current for First Reading
7:150-E-2 No IASB	Caseworker Visits/Interviews  <i>Recommended keeping this with no changes</i>	Heidi	Recommended Current for First Reading
7:160 (9-25-17)	Student Appearance  <i>This is the policy which aligns to the Dress Code.</i>  <i>Recommended no changes and keep as is.</i>	Julie	Recommended Current for First Reading

7:175 (12-12-94) No IASB	Closed Campus <i>We currently have closed campus and recommend current no changes</i>	Julie	Recommended Current for First Reading
7:180-AP-3 (7-12-94) No IASB	Bullying Definition/Consequences <i>Pulled this Policy and delete as everything is included in our discipline code and matrix</i>	Julie	Recommended Deletion for First Reading
7:190-E-1 (7-18-16)	Aggressive Behavior Reporting Letter and Form <i>After talking about this exhibit we would recommend deleting this as it will be part of the threat assessment process</i>	Julie	Recommended Deletion for First Reading
7:200-E-1 (9-25-17)	Out-of-school suspension ( 1-3 days) <i>Our district attorney worked on this and recommended keeping it as it is a relevant process</i>	Julie	Recommended Current for First Reading
7:210 (9-25-17)	Expulsion Procedures <i>Recommended that we add items 4 and 5 in the IASB policy added to our current policy</i>	Julie	Recommended Proposed for First Reading
7:210-E (9-25-17) IASB 7:210-E-1	Notice of Out of School Suspension, Expulsion Recommendation and Notice of Expulsion Hearing <i>Recommended that we keep as current</i>	Julie	Recommended Current for First Reading
7:220 (7-18-16)	Bus Conduct <i>Recommended no changes as is. It does appear in our Student Handbook</i>	Julie	Recommended Current for First Reading
7:230 (7-18-16)	Misconduct by Students with Disabilities <i>Recommended no changes and keep as is</i>	Heidi	Recommended Current for First Reading

<p>7:230-AP (5-31-11) No IASB – Deleted by IASB</p>	<p>Misconduct by Students with Disabilities Special Education Suspension Procedures <i>Recommended no changes and keep as is as it is specific for all things to be considered</i></p>	<p>Heidi</p>	<p>Recommended Current for First Reading</p>
<p>7:230-E (4-11-11) No IASB</p>	<p>Behavioral Interventions in the Schools <i>It spells out different interventions but some things are needing to review with district counsel</i></p>	<p>Heidi</p>	<p>Held over for counsel review</p>
<p>7:230-E-3 (1-26-15) SRSD No IASB</p>	<p>Isolated Time Out Incident Report <i>District created but no obsolete so recommended deletion</i></p>	<p>Heidi</p>	<p>Recommended Deletion for First Reading</p>
<p>7:230-E-3 (9-20-17) No IASB</p>	<p>Physical Management Incident Report <i>District created but no obsolete so recommended deletion</i> Also delete the letter tied to 7:230 (cover letter)</p>	<p>Heidi</p>	<p>Recommended Deletion for First Reading</p>
<p>7:240 (7-18-16)</p>	<p>Conduct Code for Participants in Extracurricular Activities <i>The Target policy is more specific and aligns to our Conduct Code in Student Behavior and the second parties in with IHSA to randomly test individuals during state tournaments. Students consent to random testing</i> <i>Recommended current as is</i></p>	<p>Julie</p>	<p>Recommended Current for First Reading</p>
<p>7:250-E (10-8-13) No IASB</p>	<p>Nurses letter for head lice <i>Nurses letter for head lice and we would propose a committee to look at policies and procedures as it is not</i></p>	<p>Heidi</p>	<p>Held over for further review by a committee</p>

	<i>recommended to send students home who have lice by American Pediatric Association and we have a nurse that has done extensive research and we would like some nurses and administrators to discuss this policy as many students struggle with lice</i>		
7:271-AP (2-10-14) No IASB	Administration of epinephrine information sheet <i>Recommended current as is</i>	Heidi	Recommended Current for First Reading
7:280 (6-12-17)	Communicable and Chronic Infectious Disease <i>Recommended current as is</i>	Heidi	Recommended Current for First Reading
7:285 (6-12-17)	Food Allergy Management Program <i>Recommended current as is But update the link</i>	Heidi	Recommended Current with updated link for First Reading
7:300-E-4 (7-14-08) No IASB	IHSA Steroid Testing Policy Consent to Random Testing <i>Recommended current as is</i>	Julie	Recommended Current for First Reading
7:310 (4-26-17)	Restrictions on Publications; Elementary Schools <i>Recommended current as is</i>	Mickie	Recommended Current for First Reading
7:330-AP (no date) No IASB – Deleted by IASB	Student Use of Buildings and Equal Access <i>Regarding non-school sponsored clubs, no proposed change recommended current as is</i>	Josh	Recommended Current for First Reading
7:340-AP-1-E-2 (11-13-17)	Using a Photograph or Video Recording of a Student <i>Recommended current as is</i>	Mickie/Jason	Recommended Current for First Reading

7:340-AP-1-E-3 (3-20-17)	Letter to Parents and Eligible Students Concerning Military Recruiters and Postsecondary Institutions Receiving Student Directory Information <i>Jason noted that we will be clarifying this in the future. Recommended current as is</i>	Mickie	Recommended Current for First Reading
7:340-E-3 (12-15-08) No IASB	Letter to Parents Concerning Military Recruiters and Postsecondary Institutions Receiving Student Directory Information This is used at registration if a parent does not want information filled out <i>Recommended deletion of this exhibit</i>	Mickie	Recommended Deletion for First Reading
7:340-E-4 (12-15-08) No IASB	Frequently Asked Questions Regarding Military Recruiter Access to Students and Student Information <i>Add AP-1 to this</i>	Mickie	Recommended Current with change of title only for First Reading
7:340-E-5 (8-23-04) No IASB	Request for special education records <i>Recommended current as is</i>	Heidi	Recommended Current for First Reading