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DATE: October 1, 2017  
TO: Policy Committee  
FROM: Mary  
RE: Policy Review of PRESS Issue #95 for October 10 Meeting

We have only 12 policies to review, so I've assigned three to each of you.

**Assigned to Bev -- Policy 2:210, Board of Education, Organizational Board of Education Meeting:** This policy is up for five-year review with no recommended changes from PRESS. It describes the actions taken by the Board at its organizational meeting, which is held every two years following the consolidated election. Currently, our policy says the Board shall fix a time and date for its regular meetings at the organizational meeting. Our practice has been to set the time and date of regular meetings annually, not once every two years, and we usually do this each year in the spring. Therefore, I would suggest to **change our policy to say the Board shall reconfirm times and dates for its regular meetings.**

**Assigned to Bev -- Policy 2:260, Board of Education, Uniform Grievance Procedure:** PRESS recommends only one non-substantive change to this policy, to replace the word "procedure" with the word "policy" in several places. **I recommend to accept the PRESS changes.** PRESS includes some commentary information about Title II of the Americans with Disabilities Act and school districts' websites. The same information is referenced in Policy 8:70, the last of our 12 policies to review. I've provided more detail on the website accessibility matter in the section on Policy 8:70.

**Assigned to Bev -- Policy 4:70, Operational Services, Resource Conservation:** This is another policy up for five-year review and PRESS has no recommended changes. **No action by the Board is recommended.** The policy states that periodic reviews will be conducted to ensure that products and supplies purchased by the District are reusable or made from recycled materials if feasible, and that the District will purchase recycled paper products. Lastly, the policy references a plan to reduce the District's waste stream by 50% by July 1, 2020. It appears that this policy was originally adopted around 1994 in response to the cited legal reference, so it is reasonable to assume that some kind of baseline estimate of the District's waste stream was made at that time in

order to be able to determine if a 50% reduction will be accomplished by 2020. I have asked Jeff to look into this and I will update you at the Policy Committee Meeting.

**Assigned to Renee -- Policy 6:80, Instruction, Teaching About Controversial Issues:** This policy contains guidelines for teaching about controversial issues. PRESS recommends deleting a statement about disruptive conduct and consequences because this policy is about instruction, not student discipline. **I recommend to accept the PRESS deletion of language.**

**Assigned to Renee -- Policy 6:180, Instruction, Extended Instructional Programs:** The original policy said the District may offer an outdoor education program and independent study. PRESS recommends adding "advanced vocational training and/or career education program." As we have dual credit opportunities for our students with Joliet Junior College through the Wilco Area Career Center, this language is applicable and **I recommend to accept the PRESS language.**

**Assigned to Renee -- Policy 6:210, Instruction, Instructional Materials:** The second paragraph in this policy states that the Board will be provided with a list of textbooks and instructional materials each year. The first sentence in the third paragraph talks about use of supplemental materials, presumably in addition to the listed textbooks and primary instructional materials provided to the Board. **I suggest changing that sentence as follows: *Teachers are encouraged to use age-appropriate supplemental material to enhance, or otherwise illustrate, the subjects being taught.*** Given the digital resources now available to teachers, we don't want them to be dependent on textbooks and workbooks. The wording of this sentence in the original policy suggests the opposite. PRESS has suggested a non-substantive change in this same sentence that I've incorporated into my suggested language change.

**Assigned to Mary-- Policy 6:290, Instruction, Homework:** This policy is up for five-year review with no recommended changes from PRESS. As written, this homework policy is dated. For example, the policy says that homework is used to reinforce and apply previously covered concepts, principles, and skills. While that's true in some cases, I wouldn't want our policy to unintentionally exclude innovative ideas such as flipped classrooms, where "homework" is watching an online presentation of new material and classroom time is spent on applying the concept. Also, the policy says that homework encourages independent thought, which is true, but many times homework encourages collaboration with others instead of working independently. **I suggest to delete everything after the first sentence and half of the current policy.** If so, the policy would simply read: *Homework is part of the District's instructional program and has the overarching goal of increasing student achievement. Homework is assigned to further a student's educational development.*

**Assigned to Mary -- Policy 6:330, Instruction, Achievement and Awards:** This policy is up for five-year review with no changes recommended from PRESS. However, I recommend several changes. Since Lemont High School did away with class rank many years ago, I suggest to **delete "Class Rank" from the first heading and from the first sentence under the heading.** We also calculate weighted and unweighted grade point averages, so I suggest the sentence under the Grade Point Average and Class

Honor Roll heading be changed to: ***The Superintendent shall maintain a uniform process for the high school to calculate, on at least a yearly basis, each student's weighted and unweighted grade point average and honor roll for each class.*** The last sentence of this policy states that all donations for awards, honors, and scholarships must receive the Board's prior approval. This has not been our practice. By our meeting, I will confirm whether there is a legal requirement for Board pre-approval. If not, then I suggest to delete that sentence.

**Assigned to Mary -- Policy 7:80, Students, Release Time for Religious Instruction/Observance:** This policy is up for five-year review and PRESS recommends no changes. The current policy says that a student's parent must give written notice five days before the student's anticipated absence for religious reasons. **I suggest to change the word "must" to "should."** The policy also references procedures for notifying teachers of a student's impending absence for religious reasons and the legal requirement for the student to be able to make up missed work. We have very few requests for absences due to religious observances, but they are handled respectfully as an excused absence. I recommend to delete the second paragraph as written and replace it with the following: ***Upon receipt of written notice from the student's parent/guardian as stated above, the student's absence from school for religious observance or instruction shall be considered an excused absence. The student's teachers shall provide the student with an equivalent opportunity to make up any examination, study, or work requirement.***

**Assigned to Pam -- Policy 7:160, Students, Student Appearance:** This policy is up for five-year review and no changes are recommended by PRESS. It contains a general statement about student dress and grooming and refers to the student handbook for procedures for noncompliance. **I recommend changing the last sentence as follows: *Procedures for handling students who dress or groom inappropriately will be developed by the Superintendent or designee and included in the Student Handbook.***

**Assigned to Pam -- Policy 7:275, Students, Orders to Forgo Life-Sustaining Treatment:** This policy requires the Superintendent to convene a multi-disciplinary team when the school district receives written orders from parents or guardians to forgo life-sustaining treatment for their child in the event the child suffers a life-threatening episode at school or a school event. PRESS provides optional language to list more members of the multi-disciplinary team in addition to the child's parents or guardians and school personnel as designated by the Superintendent. **I recommend to accept the language from PRESS of suggested team members if we also add that the interdisciplinary team may include those listed, rather than stating the team includes those listed.** PRESS also suggests that the team shall determine **guidelines** rather than specific interventions to be used by school staff members in the event the child suffers a life-threatening episode, **which I recommend to accept.** Finally, **I recommend to accept PRESS Option 1**, which suggests adding optional language that the Superintendent or designee will ensure minutes are taken that summarize the decisions and guidelines made during the multi-disciplinary meeting and obtain signatures of the child's parents or guardians. The PRESS update mentions consulting legal counsel about requiring employees other than a licensed school nurse or a registered professional nurse to administer medical care or treatment to students who

are the subject of orders to forgo life-sustaining treatment. I will have a report from Dr. Flores to share at our meeting regarding this.

**Assigned to Pam -- Policy 8:70, Community Relations, Accommodating Individuals with Disabilities:** This policy addresses how the District provides individuals with disabilities the opportunity to participate in all school-sponsored services, programs, or activities. PRESS recommends adding our website to this policy for clarification purposes. **I recommend to accept the PRESS language.**

PRESS points out that Title II of the Americans with Disabilities Act and Section 504 of the Rehabilitation Act includes website accessibility and therefore PRESS recommends that school districts' websites meet Web Content Accessibility Guidelines 2.0, which were developed by a private group of accountability experts. According to PRESS, the U.S. Department of Justice under President Obama proposed regulations for public accommodations of websites to be finalized in 2018, but President Trump's 2017 executive order *Reducing Regulation and Controlling Regulatory Costs* make it highly unlikely that any website regulations will be issued under the Trump administration. I will have a report from Tony to share at our meeting regarding content accessibility on our website. You may remember that one of our goals this year is to formulate a plan to update our website. As Tony works through this process, we will keep web accessibility guidelines in mind.