



# Oak Park Elementary School District 97

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**TO: Members, Board of Education  
Dr. Albert Roberts, Superintendent**

**FROM: Chris Jasculca**

**RE: First Reading of Policies**

**DATE: January 24, 2012**

The District 97 Policy Committee (Jim Gates, Amy Felton and Chris Jasculca) received recommended revisions to the following three board policies from the assistant superintendent for finance and operations, the Finance Oversight and Review Committee, which is a standing committee of the Board of Education, and HLERK, the district's legal counsel.

- Policy 1644 – Cellular Telephone Usage
- Policy 6144 – Investments
- Policy 9160 – Public Attendance at School Events

The committee reviewed/discussed the recommended revisions to these policies to ensure they are legally compliant and in alignment with the district's role and responsibilities to deliver a high-quality education to the children of Oak Park. The proposed changes include:

- Policy 1644 (Cellular Telephone Usage) – Adding the title systems administrator to the ones listed in the policy that either receive a district-issued cellular phone or are reimbursed for the equivalent of the district's basic cellular telephone plan per month for use of a personal cellular phone. This change corresponds with the specifications/requirements highlighted in the first sentence of the policy ("be available at all times in case of emergency") and the following section of policy 7530.01 (Staff Use of Wireless Communications Devices):

In deciding which staff members should receive a Board-owned WCD, the Superintendent or designee will consider whether their jobs:

- A. require them to spend a considerable amount of time outside of their assigned office or work area during normal working hours and have regular access to telephone and/or Internet connections while outside their office or assigned work area;
- B. require them to be accessible outside of scheduled or normal working hours or to be contracted and respond in the event of an emergency; or
- C. consistently require timely and business critical two (2) way communication for which there is not reasonable alternative technology. (This is not intended to include occasional, incidental access or purely voluntary access such as checking e-mail from

home).

- D. the employee is required to be contacted on a regular basis outside normal work hours;
- E. the employee is required to be on-call 24/7.

In addition to adding this title to the ones currently listed in the policy, we also recommend removing the title assistant superintendent for teaching and learning (position was eliminated in 2011) and changing the title communications coordinator to director of policy, planning and communications (title change was approved by the board in 2011).

- Policy 6144 (Investments) – The purpose of the Finance Oversight and Review Committee is to provide the Board of Education and administration with ongoing expertise, oversight and guidance on the district’s fiscal operations. This includes reviewing and commenting on investments. Based on the committee’s assessment and analysis of the district’s current finances, it is recommending the inclusion of the Illinois Metropolitan Investment Fund (Convenience Fund) among the items listed under the section titled Investment Instruments found on pages two through four of the policy. It is also recommending the inclusion of the phrase “up to 60% of C8” under the section titled Diversification on page four of the policy. This phrase denotes the maximum percentage that will be invested in the Illinois Metropolitan Investment Fund (Convenience Fund) in conjunction with the district’s diversification strategy to eliminate the risk of loss resulting in over concentration in a specific maturity, issuer, or class of securities.
- Policy 9160 (Public Attendance at School Events) – The policy committee is recommending several revisions to this policy based on input from Neola and HLERK. These revisions include:

- Changing the second paragraph from:

The Board directs that no alcoholic beverage or other controlled substance be possessed, consumed, or distributed at any function occurring on District premises.

to:

The Board directs that no alcoholic beverage, tobacco or other controlled substances be possessed, consumed, or distributed, nor any betting occur, at any function sponsored by the District or at any function occurring on District premises. Raffles and similar forms of fundraising by District-related organizations may be permitted by the Superintendent or designee in accordance with Policy 9211 (Parent Support Organizations) and Policy 9700 (Relations with Special Interest Groups).

- Adding the following paragraph to the policy to provide a clearer definition of the board’s legal authority in cases where an individual’s conduct causes a disruption at a school event, which includes holding a hearing to ban a spectator from future events for misconduct.

The Board may make and enforce reasonable rules of conduct and sportsmanship for athletic and extracurricular school events. Any person who violates such rules may be denied admission to school events for not more than one year, provided that written 10 days notice of the violation is given such person and a hearing had thereon by the board pursuant to its rules and regulations.

- Per the advice of HLERK, removing the following paragraph about providing accommodations for service animals in accordance with the Americans with Disabilities Act, which are covered under policies 2260.01 (Section 504/ADA Prohibition Against Discrimination Based on Disability) and 9150 (School/Classroom Visits).

Service animals used by persons requiring this type of assistance shall be permitted in all District facilities and at all school events. The person may be asked to provide evidence of the animal's certification for that purpose.

- Including language about copyright and privacy laws in the paragraph about recording school events. This paragraph will be changed from:

The Board is aware of the increasing desire of many parents and other members of an audience to use "cam-corders" and other audio/visual devices at school events. It has no objection, providing their use neither interferes with the conduct of the particular activity nor impinges on the enjoyment of the event by other members of the audience.

to:

The Board is aware of the increasing desire of many parents and other members of an audience to use camcorders and other audio/visual devices at school events. It has no objection, provided their use does not interfere with the conduct of the particular activity, impinge on the enjoyment of the event by other members of the audience, or violate Board policy or state or federal laws, including, but not limited to, copyright and privacy laws.

- Adding the following language to the end of the policy regarding the authority the board grants to the superintendent to create and implement procedures to aid in the policy's enforcement.

The Board of Education authorizes the Superintendent to promulgate such rules and regulations as may be reasonably necessary to effectuate this policy and implement procedures as are required to address violations of this policy.

Attached are the policies that are being presented to the board tonight for a first reading. The recommended changes from the committee are featured in bold text. All of these policies have been made available for review by the general public via the Policies/Publications page (<http://www.op97.k12.il.us/boe/policies.html>) on the district's Web site.

A second reading and approval of these policies is scheduled for the board meeting on February 14, 2012.

Attachments:

- Policy 1644 – Cellular Telephone Usage
- Policy 6144 – Investments
- Policy 9160 – Public Attendance at School Events