

Harvey School District (HSD) 152
Policy Committee Meeting
Wednesday, November 6, 2019
Central Office Boardroom

Agenda:

1. Call to Order- 4:02 pm

Present: Board Member Gloria Johnson (Chairperson); Mr. John F. Thomas (Superintendent of Schools), Dana Ash (Facilitator), and Sirlena Thomas and Nicole Wright

2. Review of PRESS PLUS Issue 101

Administrative Procedures

4:45-AP1 Insufficient Fund Checks
4:45-AP-2 Local Debt Recovery Program Implementation Procedures
4:55- AP- Controls for the Use of District Credit and Procurement Cards
4:70-AP- Resource Conservation
5:30-AP1- Interview Questions
5:35-AP1- Fair Labors Standards Act Records Exemptions
5:25AP2- Employee Records Required by the Fair Labor Standards
5:35-AP3- Compensable Work Time for Non-Exempt Employees Under the FLSA
5:35-AP4- Fair labor Standards Act 12-Step Compliance Checklist
6:120-AP1- Special Education Required Notice and Consent Forms
6:120-AP2- Access to Classrooms and Personnel and Request to Access Classroom(s)or
Personnel for Special Education Evaluation and/or Observation Purposes
6:280-AP- Evaluating and Reporting Student Achievement
7:40-AP- Placement of Nonpublic School Students Transferring Into District
7:240-AP2- Extracurricular Drug and Alcohol testing Program
7:250-AP1- Measures to Control the Spread of Head Lice at School
7:280AP- Managing Students with Communicable or Infectious Disease
8:25-AP- Advertising and Distributing Materials in Schools Provided by Non-School Related
Entities

3. Job Description

Computer Assistant

Next Meeting Scheduled for Wednesday, December 4, 2019

Adjournment: 4:30p

Action Items:

1. The Policy Committee recommends the Harvey School District 152 Board Of Education waives the second reading for PRESS PLUS Issue 101 administrative procedures, and listed above.
2. The Policy Committee recommends the Harvey School District Board of Education accepts policy for PRESS PLUS Issue 101 administrative procedures the five-year review listed above.
3. The Policy Committee recommends action to approve the Revised Computer Assistant Job Description.