

ISSUE 100
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Update Memo

Please distribute to board
members and appropriate staff.

PLATINUM
ISSUE

PRESS

Policy Reference Education Subscription Service

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Online Instructions

Please follow these three easy
steps to log in to **PRESS**:

1. Go to www.iasb.com and click on **MY ACCOUNT**.
2. Log in using your email address
and password:
 - If you do not know your
password, do not create a new
account; reset your password
using your district email address.
 - If you are still having difficulty
logging in, please contact your
district's superintendent or
administrative assistant to make
sure you are listed as an autho-
rized user on the district roster.
 - If you continue to have
difficulty, please contact
Ken Carter at kcarter@iasb.com.
3. Under **My Account Links**, click
on **PRESS Login**.

This publication is designed to provide information only and is not a substitute for legal advice from the Board Attorney. If you have any questions, please contact Kimberly Small, IASB General Counsel and **PRESS** Editor, 630/629-3776, ext. 1226; Maryam Brotine, Assistant General Counsel and Assistant **PRESS** Editor, 630/629-3776, ext. 1219; Debra Jacobson, Assistant General Counsel and Assistant **PRESS** Editor, 630/629-3776, ext. 1211.

Please share this **PRESS** Update Memo with all board members and appropriate staff.

Two other important components of **PRESS** may be viewed and downloaded from **PRESS Online**: Committee Worksheets and the updated Policy Reference Manual (PRM) pages.

The Committee Worksheets, found by selecting a **PRESS Issue** at the top of the **PRESS Online** Table of Contents, show suggested changes to **PRESS** material by striking out deleted words and underscoring new words.

Updated **PRM** pages can be found in the IASB POLICY REFERENCE MANUAL Table of Contents. For visual instruction about how to download **PRM** pages and use them to update your policy manual, please go to www.iasb.com/policy/ to view the **PRESS** video tutorial located under the header entitled: **PRESS – Policy Reference Education Subscription Service**.

PRESS Bundles

Each bundle summarizes the global reasons for changes to all materials that are listed.

Specific details about how each piece of material changed, e.g., legislation, administrative rules, **PRESS** Advisory Board feedback, quality assurance, five-year review items, etc., are explained in numerical order in the **Revisions to Policies, Administrative Procedures, and Exhibits** table beginning on p. 7.

Please spend time reviewing the **PRESS Online** Committee Worksheets for these materials, which will provide detailed explanations in the footnotes, along with added comment boxes by the **PRESS** Editors when necessary.

Targeted School Violence Prevention & Threat Assessment

Threats and acts of targeted school violence are an unfortunate reality that school districts must prepare to manage. Prevention is the best form of preparation.

In today's climate, an independent policy covering the topic is now a best practice, so we created **NEW** policy 4:190, *Targeted School Violence Prevention Program*.

It, along with its new suite of materials, has led to the creation of **NEW PRM** materials and the replacement and deletion of some existing **PRM** materials.

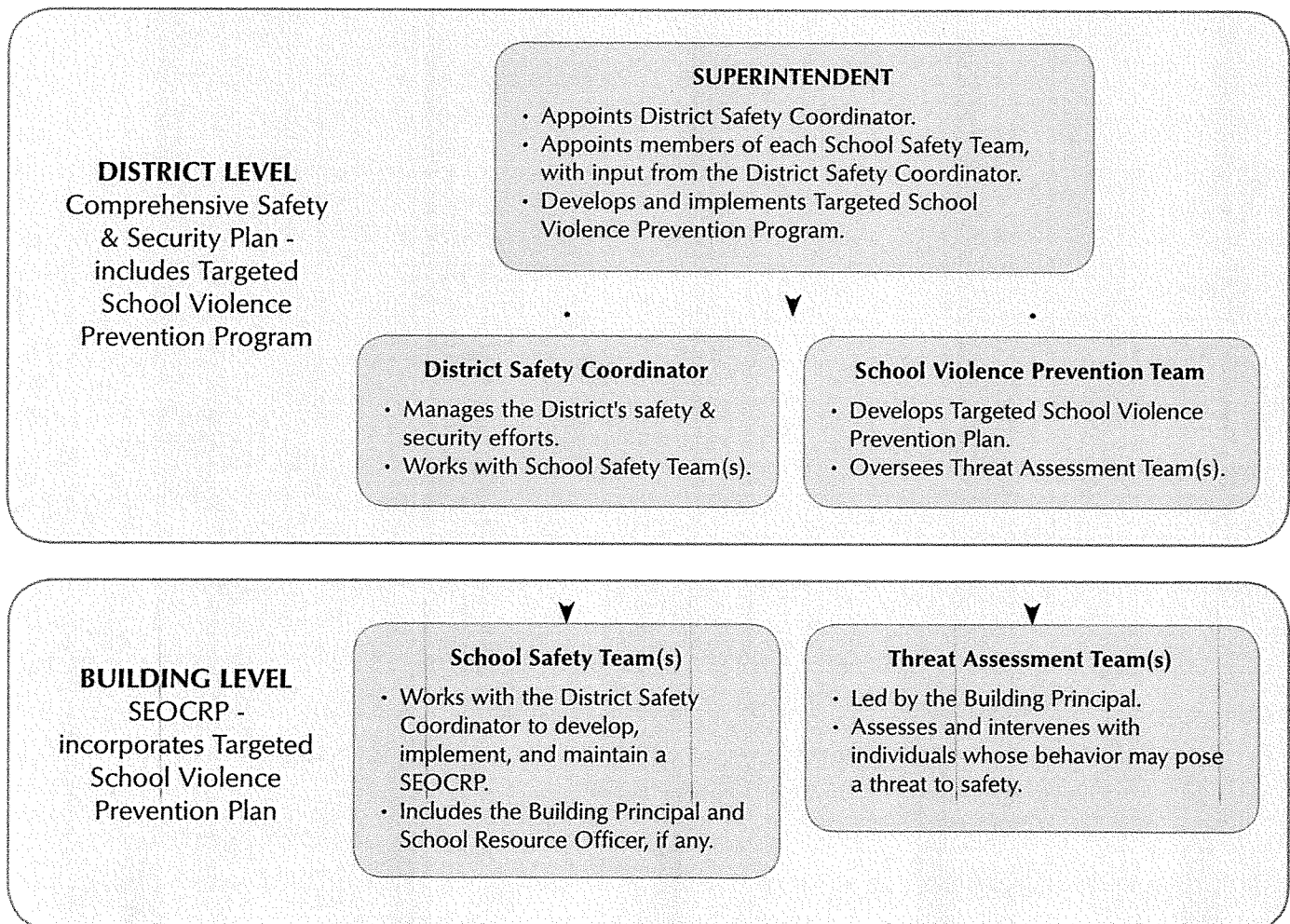
As illustrated below, a Targeted School Violence Prevention Program (Program) is still an integral part of the Comprehensive Safety and Security Plan. See policy 4:170, *Safety*, and its administrative procedure 4:170-AP1, *Comprehensive Safety and Security Plan*. The Program's Targeted School Violence Prevention Plan is incorporated into each School Emergency Operations and Crisis Response Plan (SEOCRPs). See administrative procedure 4:170-AP1, *Comprehensive Safety and Security Plan*, for further detail regarding the Comprehensive Safety and Security Plan and SEOCRPs, as well as the responsibilities of a superintendent, district safety coordinator, and school safety teams.

NEW policy 4:190, *Targeted School Violence Prevention Program*, is accompanied by two administrative procedures and seven exhibits. We adapted this new suite of materials from *Threat Assessment in Virginia Public Schools: Model Policies, Procedures, and Guidelines*, which was produced for public use by the Virginia Center for School and Campus Safety and based upon a synthesis of established research and recognized standards of practice for threat assessment and management in public school settings. The new suite of materials begins at the district level and drills down to the building level to implement targeted

school violence prevention best practices: forming trained multi-disciplinary behavioral Threat Assessment Teams (TATs).

Implementing TATs is Recommendation #1 of the *Recommendations of the Illinois Terrorism Task Force School Safety Working Group*, presented to the Office of the Governor on April 5, 2018, at: www.iasb.com/safety/. TATs identify and assess every potential threat and manage each situation to prevent violence and mitigate harm. TATs work best when part of a district's overall Program and when implemented collectively by local school officials with members of the student body and community as a whole.

Adopting a policy that addresses targeted school violence prevention provides: (1) a way for boards to monitor that the work is being done, and (2) an opportunity for the board and the superintendent to examine all current policies, collective bargaining agreements, and administrative procedures on this subject. Before adoption of policy 4:190, *Targeted School Violence Prevention Program*, each board may want to have a conversation with the superintendent to determine whether local conditions and resources and current practices will support full implementation of this policy and its accompanying administrative procedures. Implementation of policy 4:190, *Targeted School Violence Prevention Program*, will be most effective when it reflects local conditions and circumstances.



The following **PRESS** materials are replaced, deleted, or created:

- 4:170-AP7, Targeted School Violence Prevention Program – **REPLACED BY 4:190-AP1**
- 4:170-AP7, E1, Threat Assessment Decision Tree – **DELETED**
- 4:170-AP7, E2, Threat Assessment Documentation and Response – **DELETED**
- 4:170-AP7, E3, Targeted School Violence Prevention and Threat Assessment Education – **REPLACED BY 4:190-AP2, E6**
- 4:190, Targeted School Violence Prevention Program – **NEW**
- 4:190-AP1, Targeted School Violence Prevention Program – **REPLACES 4:170-AP7**
- 4:190-AP1, E1, Targeted School Violence Prevention Program Resources – **NEW**
- 4:190-AP2, Threat Assessment Team (TAT) – **NEW**
- 4:190-AP2, E1, Principles of Threat Assessment – **NEW**
- 4:190-AP2, E2, Threat Assessment Documentation – **NEW**
- 4:190-AP2, E3, Threat Assessment Key Areas and Questions; Examples – **NEW**
- 4:190-AP2, E4, Responding to Types of Threats – **NEW**
- 4:190-AP2, E5, Threat Assessment Case Management Strategies – **NEW**
- 4:190-AP2, E6, Targeted School Violence Prevention and Threat Assessment Education – **REPLACES 4:170-AP7, E3**

Prevailing Wage Act & Employment

Employment-related laws passed during the 100th General Assembly's veto session that impact the **PRM** include:

1. The Prevailing Wage Act, 820 ILCS 130/, amended by P.A. 100-1177, requires the Ill. Dept. of Labor to activate an electronic database for certified payrolls by April 1, 2020. At that time, contractors participating in public works will submit certified payrolls only to that database.
2. The Equal Pay Act of 2003, 820 ILCS 112/, amended by P.A. 100-1140, prohibits the payment of wages to an African-American at a rate less than the rate paid to a non-African-American for the same or substantially similar work, unless one of the four exceptions applies.
3. The Service Member Employment and Reemployment Rights Act, 330 ILCS 61/, added by P.A. 100-1101, consolidates and clarifies existing State employment rights and protections for service member employees.

The following **PRESS** materials are updated:

- 2:250, Access to District Public Records
- 4:60-E, Notice to Contractors
- 4:150, Facility Management and Building Programs
- 5:10, Equal Employment Opportunity and Minority Recruitment
- 5:250, Leaves of Absence
- 5:330, Sick Days, Vacation, Holidays, and Leaves

PRESS Terminology

What are the meanings of the "AP" and "E" after certain policy numbers?

The **PRESS Policy Reference Manual (PRM)** is an encyclopedia of sample board policies, administrative procedures, and exhibits. They are all in numerical order for easy reference. **PRESS** recommends that local school districts maintain separate board policy and administrative procedure manuals to help distinguish for the board, staff, students, parents, and community members, the distinction between board documents and staff documents, board work, and staff work.

Policy. The board develops policies with input from various sources like district administrators, the board attorney, and **PRESS** materials. The board then formally adopts the policies, often after more than one consideration.

After adoption by the board, each policy should have an adoption date.

Administrative Procedures. Administrative procedures are developed by the superintendent, administrators, and/or other district staff members. The staff develops the procedures that guide implementation of the policies. Administrative procedures are not adopted by the board, which allows the superintendent and staff the flexibility they need to keep the procedures current. **PRESS** sample procedures are numbered to correspond with the policies that they implement for easy reference. For example, policy 6:190's related administrative procedure is 6:190-AP.

It is important to remember that administrative procedures do not require formal board adoption and are not included in a board policy manual.

Exhibits. Both board policies and administrative procedures may have related exhibits. Exhibits provide information and forms intended to be helpful to the understanding or implementation of either a board policy or administrative procedure, and they do not require formal board adoption. **PRESS** sample exhibits are numbered to correspond to the related board policy or administrative procedure. For example, board policy 2:70 has a related exhibit numbered 2:70-E. Administrative procedure 7:340-AP1 has a related exhibit numbered 7:340-AP1, E.

Exhibits labeled with an "E" may provide guidance for board work or staff work. Those providing guidance for board work should be dated for implementation by the board. Those providing guidance for the staff should be dated for implementation by the administrative staff.

Administrative procedures exhibits, always labeled with the "AP, E" format should be dated for implementation by the administrative staff.

Accountability & Assessment

School accountability and assessment laws passed during the 100th General Assembly's veto session that impact the PRM include:

1. 105 ILCS 5/2-3.153, amended by P.A. 100-1046, requires that school climate surveys be administered annually (instead of biennially) to students in grades 4 through 12 (instead of 6 through 12).
2. 105 ILCS 5/2-3.25a, amended by P.A. 100-1046, revises the system of standards for school districts and schools and provides that accountability measures shall be outlined in the Ill. State Board of Education's State Plan

submitted to the U.S. Dept. of Education under the Every Student Succeeds Act.

3. 105 ILCS 5/10-29(a), amended by P.A. 100-1046, contains amended criteria for remote educational programs that must be addressed in school board policy.
4. 105 ILCS 5/10-17a, amended by P.A.s 100-807 and 100-1121, adds a school district's administrative costs and Ill. Youth Survey participation to each school's State report card.

The following **PRESS** materials are updated:

- 6:15, School Accountability
- 6:185, Remote Educational Program

Miscellaneous

The following **PRESS** materials are updated due to miscellaneous legislative, administrative rule, clean-up, and/or continuous improvement changes. These are also detailed in the **Revisions to Policies, Administrative Procedures, and Exhibits Table** in numerical order beginning on p. 7. The following **PRESS** materials are included in this catch-all bundle:

- 2:170-AP, Qualification Based Selection

- 2:250-E2, Immediately Available District Public Records and Web-Posted Reports and Records
- 4:30, Revenue and Investments
- 4:40-AP, Preparing and Updating Disclosures
- 4:110, Transportation
- 7:190-AP3, Guidelines for Reciprocal Reporting of Criminal Offenses Committed by Students

Five-Year Review Updates

PRESS Editors have a quality assurance goal to ensure that each piece of the 1000+ page IASB **PRESS PRM** is reviewed at least every five years. The **PRM** contains approximately 175 policies and procedures. These are also detailed in the **Revisions to Policies, Administrative Procedures, and Exhibits Table** in numerical order beginning on p. 7. The following **PRESS** materials are updated in response to five-year reviews:

- 2:20, Powers and Duties of School Board; Indemnification
- 2:40, Board Member Qualifications
- 2:50, Board Member Term of Office
- 2:60, Board Member Removal from Office
- 2:250-E1, Written Request for District Public Records
- 4:100, Insurance Management
- 4:110-AP1, School Bus Post-Accident Checklist
- 4:110-AP3, School Bus Safety Rules
- 4:110-E, Emergency Medical Information for Students Having Special Needs or Medical Conditions Who Ride School Buses
- 4:160, Environmental Quality of Buildings and Grounds
- 4:160-AP, Environmental Quality of Buildings and Grounds

- 4:170-AP2, E2, Letter to Parents/Guardians Regarding ~~Educational Programs About~~ the Dangers of Underage Drinking – **RENAMED**
- 4:170-AP2, E3, Letter to Parents/Guardians About Disruptive Social Media Apps; Dangers
- 4:170-AP2, E4, Letter to Parents/Guardians About Preventing and Reducing Incidences of Sexting
- 4:170-AP6, Plan for Responding to a Medical Emergency at a Physical Fitness Facility with an AED
- 4:170-AP6, E2, Notification to Staff and Parents/Guardians of CPR and AED Video
- 4:170-AP8, Moveable Soccer Goal Safety
- 4:175-AP1, E1, Informing Parents/Guardians About Offender Community Notification Laws
- 6:65, Student Social and Emotional Development
- 7:185, Teen Dating Violence Prohibited
- 8:95, Parental Involvement

Please also spend time reviewing the **PRESS** Online Committee Worksheets for these materials, which will provide further, more on-the-spot detailed explanations in the footnotes, along with added comment boxes by the **PRESS** Editors when necessary.

Progress Report – The contents of this table frequently change.

Topics	Our Response
Title IX Proposed Rules The U.S. Dept. of Education proposed revised regulations implementing Title IX of the Education Amendments Act of 1972 (Title IX) and accepted public comment on them through January 31, 2019 and again for one extra day, on February 15, 2019. Those comments are currently under review but there is no deadline by which the proposed regulations must be finalized.	No PRESS materials are affected at this time. We will monitor the situation and update materials when necessary.
New Federal Lunch Regulations Effective February 11, 2019, the U.S. Dept. of Agriculture adopted a final rule. 83 Fed. Reg. 63775. The rule codifies, with some extensions, flexibilities for school districts in menu planning for milk, whole grains, and sodium.	No PRESS materials are affected.
Teachers' Retirement System (TRS) Rules on 3% Salary Cap To retain grandfather status, districts must submit all grandfathered employment contracts and collective bargaining agreements (CBAs) to TRS through its online portal by March 29, 2019 . On February 4, 2019, TRS activated its new CBA/Contract Collection Portal within the Employer Access Area of the TRS website. This new portal has been established to help TRS and employers administer P.A. 100-0587, which may affect the amount of employer contributions paid to TRS. Note: Employees covered by grandfathered retirement policies also need to be identified through the portal. According to TRS, "[i]f the required information is not received by TRS, any year-over-year salary increases in the 2018-19 and future years will be subject to the 3 [%] threshold." For more information, see the TRS Employer Bulletin 19-12 at: https://www.trsil.org/sites/default/files/documents/1912.pdf .	No PRESS materials are affected.
Illinois Minimum Wage Increase The Minimum Wage Law, 820 ILCS 105/, was amended by P.A. 101-1. Effective July 1, 2020, the State minimum wage rate for employees over the age of 18 will begin to increase until it reaches \$15 per hour for 2025. Under the new law, small employers with 50 or fewer full-time employees will be eligible to claim a tax credit for a percentage of the wage increase, which will gradually phase out by the end of 2025. The new increases will impact the wages and collective bargaining agreements in some districts. Districts may want to consult their board attorneys about the bargaining implications arising from this law.	No PRESS materials are affected.
ISBE Guidance on Instructional Day In November 2018, ISBE issued guidance regarding the flexible definition of an instructional day due to the repeal of the five-clock-hour requirement previously in 105 ILCS 5/18-8.05. Since then, legislation has been introduced in the 101st General Assembly to re-establish the five clock hour requirement.	No PRESS materials are affected at this time. We will monitor the situation, collaborate with ISBE, and update if necessary
FLSA Overtime Rules In 2017, the U.S. Dept. of Labor sought input on existing rules for overtime exemptions. In the fall of 2018, the Trump Administration announced it intends to issue proposed rules in March 2019 "to determine the appropriate salary level for exemption of executive, administrative and professional employees."	No PRESS materials are affected at this time. We will continue to monitor.

Progress Report *continued* – The contents of this table frequently change.

Topics	Our Response
Reducing the Risk of Skin Cancer and Excessive UV Exposure in Children Act The Risk of Skin Cancer and Excessive UV Exposure in Children Act, 410 ILCS 270/1, added by P.A. 100-1176, permits students to possess and use FDA-approved topical sunscreens on school property and at school-sponsored events and activities without a doctor's note or prescription. The Act also provides that beginning with the 2019-2020 school year, a school district may include a unit of instruction on skin cancer prevention in its curriculum.	The footnotes in 6:60, <i>Curriculum Content</i> , will be updated in Issue 101 to include an option for instruction on skin cancer prevention.
IDPH Certificate of Child Health Examination Form The IDPH Social and Emotional Learning Stakeholder group began meeting in March 2018 to review changes to the IDPH Certificate of Child Health Examination Form and develop the rules required by 105 ILCS 5/27-8.1, amended by P.A. 99-927, that will require that health examinations to contain age-appropriate developmental and age-appropriate social and emotional screenings. The IDPH anticipates this process will take 12-18 months, and the law's requirements will not be implemented until at least the 2019-2020 school year.	We will address any required changes once the IDPH Certificate of Child Health Examination Form is updated and IDPH rules are established, in approximately 12-18 months.

Revisions to Policies, Administrative Procedures, and Exhibits

Number and Title	Revision Descriptions	☒
2:20, Powers and Duties of the School Board; Indemnification	The policy and Legal References are updated in response to a five-year review. The word discipline is replaced with behavior to align with SB 100 changes in the PRM . Legal References include minor continuous improvement style changes. Footnotes are also updated to reflect changes in laws over the past five years.	☐
2:40, Board Member Qualifications	The policy is unchanged. Footnotes are updated for continuous improvement.	☐
2:50, Board Member Term of Office	The policy is unchanged. Footnotes are updated for continuous improvement.	☐
2:60, Board Member Removal from Office	The policy is unchanged. Footnotes are updated for continuous improvement.	☐
2:170-AP, Qualification Based Selection	The procedure is updated in response to an amendment to the Local Government Professional Services Selection Act, 50 ILCS 510/, amended by P.A. 100-968. It increases the threshold dollar amount at which a district can modify procedures in selecting a professional services firm. Other minor style changes are also made.	☐
2:250, Access to District Public Records	The policy is unchanged. Footnotes are updated to incorporate: 1. Prevailing Wage Act, 820 ILCS 130/5, amended by P.A. 100-1177, changing the recordkeeping requirements for certified payrolls. 2. Minor Continuous improvement changes.	☐
2:250-E1, Written Request for District Public Records	The exhibit is updated in response to a five-year review.	☐
2:250-E2, Immediately Available District Public Records and Web-Posted Reports and Records	The exhibit is updated in response to 105 ILCS 5/10-17, amended by P.A.s 100-801 and 100-1121 (adding new types of data to the school report card). Footnotes are updated for continuous improvement.	☐
4:30, Revenue and Investments	The policy and footnotes are updated in response to an amendment to the Public Funds Investment Act, 30 ILCS 235/, amended by P.A. 100-752. Footnotes are also updated to provide information about the Investment of Municipal Funds Act and for continuous improvement.	☐
4:40-AP, Preparing and Updating Disclosures	The procedure is updated in response to 17 C.F.R. §240.15c2-12, amended by 83 Fed. Reg. 44741 (Securities and Exchange Commission rule establishing municipal securities disclosure obligations).	☐
4:60-E, Notice to Contractors	The exhibit is updated for the reasons discussed in policy 2:250, <i>Access to District Public Records</i> , above, and for minor style changes.	☐
4:100, Insurance Management	The policy, footnotes, and Legal References are updated. Minor style updates are made to the policy. The footnotes are updated with minor continuous improvements. A correction and minor style updates are made to the Legal References.	☐
4:110, Transportation	The policy and footnotes are updated to incorporate an amendment to 105 ILCS 29-3, amended by P.A. 100-1142 (expanding the definition of serious safety hazard to include a course or pattern of criminal activity). The footnotes are also updated for continuous improvement. Corrections are made to Legal References.	☐

Revisions to Policies, Administrative Procedures, and Exhibits – *continued*

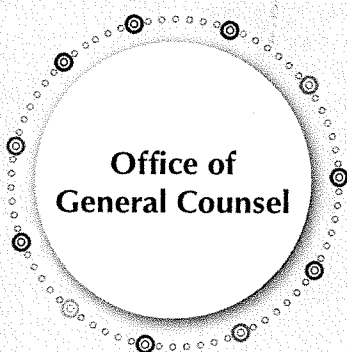
4:110-AP1, School Bus Post-Accident Checklist	The procedure is updated to align with the Illinois Professional School Bus Driver Training Curriculum and for other minor style changes.	☐
4:110-AP3, School Bus Safety Rules	The procedure is updated with continuous improvement changes.	☐
4:110-E, Emergency Medical Information for Students Having Special Needs or Medical Conditions who Ride School Buses	The exhibit is updated with a minor style change.	☐
4:150, Facility Management and Building Programs	The policy, footnotes and Legal References are updated. Continuous improvement updates are made to the policy and footnotes to incorporate the 10-year life safety survey requirement for school buildings. The footnotes are also updated in response to an amendment to the Prevailing Wage Act, 820 ILCS 130/, amended by P.A. 100-1177, and for minor continuous improvements. Legal References are updated to reflect renumbering of a legal citation.	☐
4:160, Environmental Quality of Buildings and Grounds	The policy is unchanged. The footnotes are updated for minor style changes and continuous improvement. The Legal References are updated to reflect renumbering of a citation and for minor style changes.	☐
4:160-AP, Environmental Quality of Buildings and Grounds	The procedure and Legal References are updated for minor continuous improvements and style changes. The Legal References are also updated with a citation.	☐
4:170-AP2, E1, Letter to Parents/Guardians Regarding Student Safety	The exhibit and its footnote are updated for minor continuous improvements.	☐
4:170-AP2, E2, Letter to Parents/Guardians Regarding Educational Programs About the Dangers of Underage Drinking	RENAMED. The exhibit is updated for continuous improvement in response to a five-year review.	☐
4:170-AP2, E3, Letter to Parents/Guardians About Disruptive Social Media Apps; Dangers	The exhibit is updated for continuous improvement in response to a five-year review.	☐
4:170-AP2, E4, Letter to Parents/Guardians About Preventing and Reducing Incidences of Sexting	The exhibit is updated for continuous improvement in response to a five-year review.	☐
4:170-AP6, Plan for Responding to a Medical Emergency at a Physical Fitness Facility with an AED	The procedure and footnotes are updated in response to a five-year review.	☐
4:170-AP6, E2, Notification to Staff and Parents/Guardians of CPR and AED Video	The exhibit is updated in response to a five-year review.	☐

Revisions to Policies, Administrative Procedures, and Exhibits – *continued*

4:170-AP7, Targeted School Violence Prevention Program	REPLACED BY 4:190-AP1. See policy 4:190, <i>Targeted School Violence Prevention Program</i> , and administrative procedure 4:190-AP1, <i>Targeted School Violence Prevention Program</i> , below, for more discussion.	☐
4:170-AP7, E1, Threat Assessment Decision Tree	DELETED. See the discussion in policy 4:190, <i>Targeted School Violence Prevention Program</i> , and administrative procedure 4:190-AP2, <i>Threat Assessment Team (TAT)</i> , below.	☐
4:170-AP7, E2, Threat Assessment Documentation and Response	DELETED. See the discussion in policy 4:190, <i>Targeted School Violence Prevention Program</i> , and exhibit 4:190-AP2, E2, <i>Threat Assessment Documentation</i> , below.	☐
4:170-AP7-E3, Targeted School Violence Prevention and Threat Assessment Education	REPLACED BY 4:190-AP2, E6. See the discussion in policy 4:190, <i>Targeted School Violence Prevention Program</i> , and exhibit 4:190-AP2, E6, <i>Targeted School Violence Prevention and Threat Assessment Education</i> , below.	☐
4:170-AP8, Movable Soccer Goal Safety	The procedure and footnotes are updated in response to a five-year review.	☐
4:175-AP1, E1, Informing Parents/Guardians About Offender Community Notification Laws	The exhibit is updated in response to a five-year review.	☐
4:190, Targeted School Violence Prevention Program	NEW. The policy is created in response to Recommendation #1 of the <i>Recommendations of the Illinois Terrorism Task Force School Safety Working Group</i> . It contains research-based best practices from <i>Threat Assessment in Virginia Public Schools: Model Policies, Procedures, and Guidelines</i> .	☐
4:190-AP1, Targeted School Violence Prevention Program	REPLACES 4:170-AP7, Targeted School Violence Prevention Program. The procedure is updated with adaptations from <i>Threat Assessment in Virginia Public Schools: Model Policies, Procedures, and Guidelines</i> to implement policy 4:190, <i>Targeted School Violence Prevention Program</i> , above.	☐
4:190-AP1, E1, Targeted School Violence Prevention Program Resources	NEW. The exhibit lists resources related to developing a Targeted School Violence Prevention Program.	☐
4:190-AP2, Threat Assessment Team (TAT)	NEW. The procedure is adapted from <i>Threat Assessment in Virginia Public Schools: Model Policies, Procedures, and Guidelines</i> . It implements TATs and should be customized to each TAT's building-specific needs.	☐
4:190-AP2, E1, Principles of Threat Assessment	NEW. The exhibit is adapted from <i>Threat Assessment in Virginia Public Schools: Model Policies, Procedures, and Guidelines</i> . It is a resource to educate TAT members about assumptions and principles underlying behavioral threat assessment.	☐
4:190-AP2, E2, Threat Assessment Documentation	NEW. The exhibit is adapted from <i>Threat Assessment in Virginia Public Schools: Model Policies, Procedures, and Guidelines</i> . It provides a link to the Virginia Center for School and Campus Safety model <i>Threat Assessment Triage and Assessment Form</i> , designed to help TATs document their threat assessment and case management activities.	☐
4:190-AP2, E3, Threat Assessment Key Areas and Questions; Examples	NEW. The exhibit is adapted from <i>Threat Assessment in Virginia Public Schools: Model Policies, Procedures, and Guidelines</i> . It provides example questions for TAT members to ask when assessing threats.	☐

Revisions to Policies, Administrative Procedures, and Exhibits – *continued*

4:190-AP2, E4, Responding to Types of Threats	NEW. The exhibit is adapted from <i>Threat Assessment in Virginia Public Schools: Model Policies, Procedures, and Guidelines</i> . It provides research-based appropriate responses to each threat level.	☐
4:190-AP2, E5, Threat Assessment Case Management Strategies	NEW. The exhibit is adapted from <i>Threat Assessment in Virginia Public Schools: Model Policies, Procedures, and Guidelines</i> . It provides research-based case management strategies for TAT use when developing a case management plan in response to a threat.	☐
4:190-AP2, E6, Targeted School Violence Prevention and Threat Assessment Education	REPLACES 4:170-AP7, E3, Targeted School Violence Prevention and Threat Assessment Education. The exhibit is updated with adaptations from <i>Threat Assessment in Virginia Public Schools: Model Policies, Procedures, and Guidelines</i> .	☐
5:10, Equal Employment Opportunity and Minority Recruitment	The policy is unchanged. Footnotes are updated in response to: 1. Equal Pay Act of 2003, 820 ILCS 112/, amended by P.A. 100-1140 (prohibiting pay discrimination against African-Americans). 2. Other minor continuous improvement and style updates.	☐
5:250, Leaves of Absence	The policy is updated in response to 105 ILCS 5/24-6, amended by P.A. 100-513 (added the term <i>registered to advanced practice registered nurse</i>), and for minor style changes. A footnote is updated in response to the Service Member Employment and Reemployment Rights Act, 330 ILCS 61/, added by P.A. 100-1101. Other minor continuous improvements are made to the footnotes. The Cross References are updated with a minor style change.	☐
5:330, Sick Days, Vacation, Holidays, and Leaves	The policy and footnotes are updated for the reasons discussed in 5:250, <i>Leaves of Absence</i> , above, and for minor style changes. The Legal References and Cross References are updated with minor style changes.	☐
6:15, School Accountability	The policy and footnotes are updated in response to 105 ILCS 5/2-3.153, amended by P.A. 100-1046, requiring that school climate surveys be administered annually (instead of biennially). The footnotes and Legal References are also updated due to the deletion of 105 ILCS 5/2-3.25d by P.A. 100-1046. Additional continuous improvement updates are made throughout.	☐
6:65, Student Social and Emotional Development	The policy is unchanged. The footnotes are updated throughout in response to a five-year review with minor continuous improvements.	☐
6:185, Remote Educational Program	The policy and footnotes are updated in response to 105 ILCS 5/10-29(a)(1)(E), amended by P.A. 100-1046 (required clock hours in a school day do not exist anymore). Other footnote updates are also made for continuous improvement.	☐
7:185, Teen Dating Violence Prohibited	The policy is unchanged. The footnotes are updated with minor continuous improvement and style changes.	☐
7:190-AP3, Guidelines for Reciprocal Reporting of Criminal Offenses Committed by Students	The procedure is updated in response to: 1. 705 ILCS 405/1-7(A)(8), amended by P.A. 100-1162 (defining <i>juvenile law enforcement records</i>). 2. New PRESS sample policy, 4:190, <i>Targeted School Violence Prevention Program</i> . 3. Minor style changes. Cross References are updated to incorporate 4:190, <i>Targeted School Violence Prevention Program</i> , and administrative procedure reference to 7:150-AP, <i>Agency and Police Interviews</i> is added.	☐
8:95, Parental Involvement	The policy's administrative procedure reference is updated to reflect the renumbering of an administrative procedure. The footnotes are updated with minor continuous improvement and style changes.	☐



The IASB Office of General Counsel's mission is to honestly, professionally, and credibly protect and preserve IASB through legal risk management and compliance services for the IASB Board of Directors and staff; promote best practices to IASB members; create educational products and services; and maintain strong, collaborative relationships with the public education community.



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