



Oak Park Elementary School District 97

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**TO: Members, Board of Education
Dr. Carol Kelley, Superintendent**

FROM: District 97 Policy Review Team

RE: Policy Review and Discussion

DATE: August 11, 2015

On July 28, 2015, the District 97 Board of Education conducted a first reading of the policies that were featured in the May 2015 update provided by the Illinois Association of School Board's (IASB) Policy Reference Education Subscription Service (PRESS). These policies included:

- Policy 2:250 (Access to District Public Records)
- Policy 3:40 (Superintendent)
- Policy 3:50 (Administrative Personnel Other Than the Superintendent)
- Policy 3:60 (Administrative Responsibility of the Building Principal)
- Policy 4:45 (Insufficient Fund Checks and Debt Recovery)
- Policy 5:40 (Communicable and Chronic Infectious Disease)
- Policy 5:120 (Ethics and Conduct)
- Policy 5:180 (Temporary Illness or Temporary Incapacity)
- Policy 5:270 (Employment At-Will, Compensation and Assignment)
- Policy 5:290 (Employment Termination and Suspensions)
- Policy 5:330 (Sick Days, Vacation, Holidays, and Leaves)
- Policy 6:15 (School Accountability)
- Policy 6:40 (Curriculum Development)

One of the board members had a question about the following revision to policy 5:120 (Ethics and Conduct).

Changing item four on page one of the policy from:

Any employee responsible for negotiating contracts, including collective bargaining agreement, in the amount of \$1,000 or greater;

to:

Any employee who, as the District's agent, is responsible for negotiating one or more contracts, including collective bargaining agreement(s), in the amount of \$1,000 or greater;

More specifically, the board member wanted to know if the purpose of the change was to clarify that members of employee groups are not required by law to file a Statement of Economic Interests when they participate in negotiations on collective bargaining agreements. The policy review team forwarded the question to Angie Powell, who is the assistant policy consultant for IASB. Powell sent the team an email confirming that the board member's assumption regarding the change was correct.

The board also talked about the options for fulfilling the district's legal obligation to report on the status of Freedom of Information Act (FOIA) requests during regular board meetings. This discussion took place in conjunction with a conversation about the proposed changes to policy 2:250 (Access to District Public Records).

The board ultimately decided to include "FOIA request updates" as a standing item on the agenda for all future board meetings. If there are no requests received in the days leading up to a meeting, the board secretary will write "none" next to this agenda item so that the board and general public know that the topic will not be discussed. If the district does receive requests, the board secretary will work with the board president and superintendent to ensure there is adequate time allotted during the next available/appropriate board meeting for a discussion about the topic. As part of that discussion, the board members will review a brief written report from the district's FOIA officer about the status of the requests that were received. This report will be included in the packet of materials for the meeting.

Additional information about the policy review and discussion that took place on July 28, 2015 can be accessed by visiting <https://v3.boardbook.org/Public/PublicAgenda.aspx?ak=1000357&mk=50161036>.

Attached are the policies that are being presented to the board tonight for adoption.

Attachments:

- Policy 2:250 (Access to District Public Records)
- Policy 3:40 (Superintendent)
- Policy 3:50 (Administrative Personnel Other Than the Superintendent)
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