

BOARD OF EDUCATION
 BUTLER SCHOOL DISTRICT 53
 OAK BROOK, ILLINOIS

Butler Junior High School
 Administrative Center—Board Room
 December 11, 2017
 Policy Committee Meeting
 5:00 p.m.

AGENDA

1. Call to Order
2. Attendance
3. Old Business

Policy 4270 - Employee Ethics; Conduct; and Conflict of Interest

4270	Discussion	Action
PRESS 5:120	RENAMED. The policy, Legal References, Cross References, and footnotes are updated in response to the federal regulations requiring written standards of conduct covering conflicts of interest and governing the actions of school district employees engaged in the selection, award, and administration of contracts in compliance with 2 C.F.R. §200.318. New subheads Professional and Appropriate Conduct, Statement of Economic Interests, and Outside Employment are added to assist the reader with clarity. The Prohibited Interest; Limitation of Authority; and Outside Employment subhead is renamed Prohibited Interests; Conflict of Interest; and Limitation of Authority.	This policy was first reviewed by the committee on 6/19/17. The committee had a robust discussion related to employee gift procedures and extended concerns related to the policy on tutoring (policy 4410). These two policies will be crossed referenced and revisited. 8/14/17 The policy was reviewed with Tutoring policy 4410. Administrators and Teacher representative provided pros and cons. Committee recommends move to board review for further discussion as some teachers and parents are likely to feel strongly about loss of income and loss of convenience respectively. <u>Collect DuPage comparisons. Keep in old business and review after comparison data is received.</u> <u>Not ready for 1st reading.</u> 9/11/17 Comparison data was collected and shared at the 10/16/17 meeting. The

		committee recommended that this matter be moved to the board for review and further discussion as some teachers and parents are likely to feel strongly about loss of income and loss of convenience respectively.
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Policy 5040 - Schedules and Employment Year

5040	Discussion	Action
PRESS 5:300	The policy, Legal References, and footnotes are updated. Footnotes reflect clarifications in the collective bargaining agreement instructions.	<p>This policy was first reviewed by the committee on 6/19/17. The policy was tabled and will further be reviewed at the next meeting.</p> <p>8/14/17 The committee discussed the need to create a schedule, document breaks. Incorporate 10 & 12 month language into ESP document. Return to future committee meeting.</p> <p>9/11/17 No new update, table to December. Prepare for implementation in 2018-2019 school year.</p>

Policy 6510 - Student Records

6510	Discussion	Action
PRESS 7:340	Footnote seven is updated to explain a conflict between State and federal law regarding whether gender information may be designated as directory information. ISBE rules at 23 Ill.Admin. Code 375.80(a)(1) include gender as information which may be designated as directory information; however including gender within directory information may violate the federal Family Educational Rights and Privacy Act (FERPA). FERPA regulations provide that directory information “means information contained in an education record of a student that	<p>This would require a name change to the policy which is currently, Colletion, Maintenance, Inspection and Dissemination of Student Educational Records.</p> <p>9/11/17 Awaiting language from Mr. Sulaiman for general counsel review on if it goes to civil court level, there will be a legal fee shifting.</p> <p>At the 10/16/17 meeting the policy was tabled until the December meeting.</p>

	<p>would not generally be considered harmful or an invasion of privacy if disclosed” and it “includes, but is not limited to, the student’s name; address; telephone listing; electronic mail address; photograph; date and place of birth; major field of study; grade level; enrollment status (e.g., undergraduate or graduate, full-time, or part-time); dates of attendance; participation in officially recognized activities and sports; weight and height of members of athletic teams; degrees, honors, and awards received; and the most recent educational agency or institution attended.” 34 C.F.R. 99.3. Though FERPA regulations do not explicitly preclude the designation of gender as directory information, ED guidance has consistently advised schools not to disclose a student’s sex as directory information because it would be considered harmful or an invasion of privacy. Consult the board attorney about the practical implementation of this issue. Some attorneys, for example, believe photos of the “Girls Volleyball Team” may contradict ED guidance.</p>	
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Administrative Procedure 6510AP1 - Procedure - School Student Records

6510AP1	Discussion	Action
PRESS 7:340AP1	<p>The procedure is updated for continuous improvement purposes and to include 4:130-E, Free and Reduced-Price Food Services; Meal Charge Notifications, for the reasons discussed in that numbered exhibit and the general Federal</p>	<p>9/11/17 Procedure in old business waiting to move with policy for 1st reading.</p> <p>At the 10/16/17 committee meeting the administrative procedure was tabled until the December meeting.</p>

	Regulatory Updates bundle, above.	
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NEW Policy 7254 - School Website Accessibility Policy

7254	Discussion	Action
	This policy has been recommended by the Director of Technology. The wording and framework was provided by our web host.	At the 10/16/17 committee meeting the policy was tabled until information can be reviewed.

NEW Policy 7400 - Teaching About Religions

7400	Discussion	Action
PRESS 6:70	NEW for D53. Updated from PRESS. The policy is updated to clarify that “neither preferential nor derogatory treatment shall be given to any single religion, religious belief, or to religion in general.” The footnotes and Legal References are updated.	At the 10/16/17 committee meeting the policy was discussed and tabled for future discussion.

4. New Business

NEW Administrative Procedure 7400AP1 - Teaching About Religions

7400AP1	Discussion	Action
PRESS 6:70AP1	NEW for D53. Updated from PRESS.	No Action at 10/16/17 committee meeting.

NEW Policy 7500 - Remote Educational Program

7500	Discussion	Action
PRESS 6:185	NEW for D53. The policy is unchanged. Footnotes are updated for continuous improvement, to provide clarity, and to clarify collective bargaining agreement instructions.	No Action at 10/16/17 committee meeting.

PRESS 5:285 - Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers

	Discussion	Action
PRESS 5:285	No D53 policy, transportation services is contracted out.	No Action at 10/16/17 committee meeting.

	The policy, Legal References, and footnotes are updated.	
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PRESS 5:285AP - Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers

	Discussion	Action
PRESS 5:285AP	No D53 policy, transportation services is contracted out. The procedure and footnotes are updated.	No Action at 10/16/17 committee meeting.

NEW Policy 1210APL Confidentiality of Information Discussed By Board of Education in Closed Meetings

1210APL	Discussion	Action
D53 Legal	NEW for D53. Originally discussed in closed session as a resolution. Direction by Board to move to policy committee for review.	Tabled at 10/16/17 committee meeting.

NEW Policy 1001 - School District Philosophy

1001	Discussion	Action
PRESS 1:30	NEW for D53.Referenced throughout PRESS documentation.	No Action at 10/16/17 committee meeting.

Policy 1003 - School District Governance

1003	Discussion	Action
PRESS 2:10	PRESS update of July 2016, State law controls this policy's content. Adopted by D53 1/16/07, last update 12/12/11.	No Action at 10/16/17 committee meeting.

Policy 1004 - School District Legal Status

1004	Discussion	Action
PRESS 1:10	PRESS update of July 2016. State or Federal law controls this policy's content. D53 adopted 12/12/11.	No Action at 10/16/17 committee meeting.

Policy 1010 - Board Member Qualifications

1010	Discussion	Action
PRESS 2:40	PRESS update of August 2014. State law controls this policy's content. D53 adopted 12/14/09.	

Policy 1035 - Board Member Term of Office

1035	Discussion	Action
PRESS 2:50	PRESS update of August 2014. State or Federal law controls this policy's content. D53 last updated 11/13/06.	No Action at 10/16/17 committee meeting.

NEW Exhibit 1036E1 - Board Member Code of Conduct

1036E1	Discussion	Action
PRESS 2:80E	NEW for D53. PRESS update of July 2013. Referenced throughout PRESS documentation.	No Action at 10/16/17 committee meeting.

NEW Policy 1038 - Board Member Removal from Office

1038	Discussion	Action
PRESS 2:60	NEW for D53. PRESS update of August 2014. State or Federal law controls this policy's content. Referenced throughout PRESS documentation.	No Action at 10/16/17 committee meeting.

NEW Policy 1050 - Board-Superintendent Relationship

1050	Discussion	Action
PRESS 2:130	NEW for D53. PRESS update of July 2016. State law controls this policy's content. Referenced throughout PRESS documentation.	No Action at 10/16/17 committee meeting.

Policy 1110 - Formulation of Administrative Rules and Regulations

1110	Discussion	Action
	Not supported by PRESS. No longer Rules and Regulations. Included in Board Policy Development 1105.	Suggestion to delete policy adopted 1/8/90 and never updated. No Action at 10/16/17 committee meeting.

Policy 1112 - Board Legislative Program

1112	Discussion	Action
	Not supported by PRESS.	Suggestion to delete policy adopted 12/11/89 and never updated. No Action at 10/16/17 committee meeting.

Policy 1115 - Insurance Protection

1115	Discussion	Action

	Not supported by PRESS. Indemnification language in Board Policy 1005.	Suggestion to delete policy adopted 12/11/89 and never updated. No Action at 10/16/17 committee meeting.
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Policy 1120 - Orientation of New School Board Members

1120	Discussion	Action
	Not supported by PRESS. New Board Member Orientation now included in Board Policy 1037.	Suggestion to delete policy adopted 1/9/84 and never updated. No Action at 10/16/17 committee meeting.

NEW Policy 2050 - Chain of Command

2050	Discussion	Action
PRESS 3:30	NEW for D53. PRESS update of July 2016. Referenced throughout PRESS documentation.	No Action at 10/16/17 committee meeting.

NEW Exhibit 2050E1 - Organizational Chart

1038	Discussion	Action
PRESS 2:60	NEW for D53. PRESS update of July 2016. Referenced throughout PRESS documentation.	No Action at 10/16/17 committee meeting.

Policy 2105 - Succession of Authority

2105	Discussion	Action
PRESS 3:70	PRESS update of March 2017. This policy is at the local board's discretion. Referenced throughout PRESS documentation.	No Action at 10/16/17 committee meeting.

NEW Administrative Procedure 2105AP1 - Succession Plan

2105AP1	Discussion	Action
PRESS 3:70AP	NEW for D53. PRESS update of July 2016. Referenced throughout PRESS documentation.	No Action at 10/16/17 committee meeting.

Next Meeting: TBD

5. Adjournment