

**BOARD OF EDUCATION
BUTLER SCHOOL DISTRICT 53
OAK BROOK, ILLINOIS**

Butler Junior High School
Administrative Center—Board Room
Wednesday, December 12, 2018
Policy Committee Meeting
5:00 p.m.

AGENDA

- 1. Call to Order**
- 2. Attendance**
- 3. Approval Minutes from the May 14, 2018 Meeting**
- 4. Discuss PRESS (Policy Reference Education Subscription Service)**
 - **D53 Numbering/PRESS Numbering**
 - [PRESS vs PRESS Plus](#)
 - [Video on PRESS Plus](#)
- 5. New Business**

NEW to D53 - POLICY - Procurement of Architectural, Engineering, and Land Surveying Services

	Discussion	POLICY Action
PRESS 2:170	NEW for D53. This policy was last updated by PRESS 6/2018. Minor style updates are made to the footnotes. Minor style update(s) are made to the legal references.	<input type="checkbox"/> Move to 1st Reading <input type="checkbox"/> Move to 2nd Reading/Adoption <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended; Move to 1st Reading <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

NEW to D53 - (AP) ADMINISTRATIVE PROCEDURE - Qualification Based Selection

	Discussion	AP Action
PRESS 2:170AP	NEW for D53. The procedure is updated in response to 50 ILCS 510/4, amended by P.A. 98-420. It allows a district to advertise on its website for proposed projects involving architectural, engineering, or land surveying services. Minor style update(s) are made to the legal references.	<input type="checkbox"/> Accept and move to implement <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

NEW to D53 - EXHIBIT - Checklist for the Superintendent Employment Contract Negotiation Process

	Discussion	EXHIBIT Action
PRESS 3:40E	NEW for D53. The exhibit is intended to serve as a resource to educate and guide the board through the superintendent employment contract negotiation process, encouraging both the board and superintendent to hire their own attorneys. PRESS 6/2018.	<input type="checkbox"/> Accept and move to implement <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

NEW to D53 - EXHIBIT - School District Payment Order

	Discussion	EXHIBIT Action
PRESS 4:50E	NEW for D53. PRESS 6/2018.	<input type="checkbox"/> Accept and move to implement <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

NEW to D53 - (AP)ADMINISTRATIVE PROCEDURE - Third Party Non-Instructional Contracts

	Discussion	AP Action
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PRESS 4:60AP2	NEW for D53. The procedure is updated with minor style and continuous improvement changes. It provides examples of third party non-instructional services. PRESS 6/2018.	<input type="checkbox"/> Accept and move to implement <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review
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D53 3405 - POLICY Accounting and Audits

	Discussion	POLICY Action
PRESS 4:80	D53 last update 3/12/12. The policy, footnotes, and legal references are updated in response to ISBE best practice recommendations concerning the prevention of fraud, waste, and abuse in the administration of grants covered by GATA. A continuous improvement update is also made to a footnote to explain the mechanics of revolving funds. PRESS 6/2018.	<input type="checkbox"/> Move to 1st Reading <input type="checkbox"/> Move to 2nd Reading/Adoption <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended; Move to 1st Reading <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

NEW to D53 - (AP) ADMINISTRATIVE PROCEDURE - Checklist for Internal Controls

	Discussion	AP Action
PRESS 4:80AP1	NEW for D53. The procedure is updated in response to ISBE best practice recommendations concerning the prevention of fraud, waste, and abuse in the administration of grants covered by GATA. PRESS 6/2018.	<input type="checkbox"/> Accept and move to implement <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

NEW to D53 - (AP) ADMINISTRATIVE PROCEDURE - Fraud, Waste, and Abuse Awareness Program

	Discussion	AP Action
PRESS 4:80AP2	NEW for D53. The procedure is updated in response to ISBE best practice recommendations concerning the prevention of fraud, waste, and abuse in the administration of grants covered by GATA. PRESS 6/2018.	<input type="checkbox"/> Accept and move to implement <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

D53 6125 - POLICY Waiver of Student Fees

	Discussion	POLICY Action
PRESS 4:140	D53 last update 12/13/10. The policy is updated with minor style changes. Footnotes contain minor continuous improvement updates. PRESS 6/2018.	<input type="checkbox"/> Move to 1st Reading <input type="checkbox"/> Move to 2nd Reading/Adoption <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended; Move to 1st Reading <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

NEW for D53 EXHIBIT - Accident or Injury Form

	Discussion	EXHIBIT Action
PRESS 4:170AP1E1	NEW for D53. The exhibit is updated with minor corrections for style.	<input type="checkbox"/> Accept and move to implement <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

NEW for D53 EXHIBIT - Memo to Staff Members Regarding Contacts by Media About a Crisis

	Discussion	EXHIBIT Action
PRESS 4:170AP1E2	NEW for D53. The exhibit is updated for continuous improvement, including additional best practices for responding to comments and questions from reporters.	<input type="checkbox"/> Accept and move to implement <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

NEW for D53 (AP) ADMINISTRATIVE PROCEDURE - National Terrorism Advisory System

	Discussion	AP Action
PRESS 4:170AP4	NEW for D53. REWRITTEN. Reference to the defunct Homeland Security Advisory System is deleted. Explains National Terrorism Advisory System advisories (Bulletins and Alerts) and threat levels (elevated and imminent). It outlines potential district response measures by category.	<input type="checkbox"/> Accept and move to implement <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

D53 5041 - POLICY - Compliance with the Fair Labor Standards Act

	Discussion	POLICY Action
PRESS 5:35	D53 adopted 01/10/05. FLSA update.	<input type="checkbox"/> Move to 1st Reading <input type="checkbox"/> Move to 2nd Reading/Adoption <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended; Move to 1st Reading <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

NEW for D53 (AP) ADMINISTRATIVE PROCEDURE - Fair Labor Standards Act Exemptions

	Discussion	AP Action
PRESS 5:35AP1	NEW for D53. FLSA update.	<input type="checkbox"/> Accept and move to implement <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

NEW for D53 (AP) ADMINISTRATIVE PROCEDURE - Employee Records Required by the Fair Labor Standards Act

	Discussion	AP Action
PRESS 5:35AP2	NEW for D53. FLSA update.	<input type="checkbox"/> Accept and move to implement <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

NEW for D53 (AP) ADMINISTRATIVE PROCEDURE - Compensable Work Time for Non-Exempt Employees Under the FLSA

	Discussion	AP Action
PRESS 5:35AP3	NEW for D53. FLSA update.	<input type="checkbox"/> Accept and move to implement <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

D53 10400 - POLICY - Copyright

	Discussion	POLICY Action
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PRESS 5:170	D53 adopted 12/12/11. The footnotes are updated in response to a recent court decision which addresses copyright and works for hire in the K-12 context. PRESS 2/2018.	<input type="checkbox"/> Move to 1st Reading <input type="checkbox"/> Move to 2nd Reading/Adoption <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended; Move to 1st Reading <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review
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NEW for D53 - POLICY - Educational Philosophy and Objectives

	Discussion	POLICY Action
PRESS 6:10	NEW for D53. This policy was last updated by PRESS 6/2018. Footnotes contain a minor continuous improvement update.	<input type="checkbox"/> Move to 1st Reading <input type="checkbox"/> Move to 2nd Reading/Adoption <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended; Move to 1st Reading <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

NEW for D53 - POLICY - Organization of Instruction

	Discussion	POLICY Action
PRESS 6:30	NEW for D53. This policy was last updated by PRESS 6/2018. Footnotes contain a minor continuous improvement update.	<input type="checkbox"/> Move to 1st Reading <input type="checkbox"/> Move to 2nd Reading/Adoption <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended; Move to 1st Reading <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

NEW for D53 - (AP)ADMINISTRATIVE PROCEDURE - Curriculum Development

	Discussion	AP Action
PRESS 6:40AP	NEW for D53. This administrative procedure was last reviewed by PRESS 6/2018.	<input type="checkbox"/> Accept and move to implement <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

D53 7200 - POLICY - Curriculum Content

	Discussion	POLICY Action
PRESS 6:60	D53 last update 5/12/14. The policy, footnotes, and legal references are updated in response. New policy text provides a broad timeframe for when a unit of cursive writing will be offered to students by mirroring exactly what the Public Act states: “Before the completion of grade 5, students will be offered at least one unit of cursive instruction.” A new footnote is added with an option for boards that want to provide a more specific timeframe about when the district will offer its unit of cursive instruction to students. To align with the IASB Foundational Principles of Effective Governance, it encourages boards and superintendents to have a community engagement-related discussion about local community expectations specific to cursive writing instruction before memorializing specific timeframes in policy. PRESS 6/2018.	<input type="checkbox"/> Move to 1st Reading <input type="checkbox"/> Move to 2nd Reading/Adoption <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended; Move to 1st Reading <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

D53 7200E1 - EXHIBIT - Notice to Parents/Guardians of Students Enrolled in Family Life and Sex Education Classes

	Discussion	EXHIBIT Action
PRESS 6:60E	This exhibit was last updated by PRESS 6/2018. The exhibit is updated with language to more accurately reflect statutory requirements and minor corrections for style. Footnotes are updated to clarify statutory requirements.	<input type="checkbox"/> Accept and move to implement <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

NEW for D53 - POLICY - Education of Children with Disabilities

	Discussion	POLICY Action
PRESS 6:120	NEW for D53 . This policy was last reviewed by PRESS 6/2018. The policy is updated with minor style changes. Minor continuous improvement updates are made to the footnotes.	<input type="checkbox"/> Move to 1st Reading <input type="checkbox"/> Move to 2nd Reading/Adoption <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended; Move to 1st Reading <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

NEW for D53 EXHIBIT - Notice to Parents/Guardians Regarding Section 504 Rights

	Discussion	EXHIBIT Action
PRESS 6:120AP1E1	NEW for D53. The exhibit is updated to remove all legal references to the individuals with Disabilities Education Act (IDEA), the School Code's Article 14 special education procedures, and the Illinois State Board of Education's IDEA due process hearing procedures. The procedure directs districts to instead insert details regarding their district-specific Section 504 hearing and review procedures. The footnotes have been updated to provided sample hearing and review procedures based upon Section IX, Impartial Hearing Procedures, of Sample Section 504	<input type="checkbox"/> Accept and move to implement <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

	Procedures at www.iasb.com/law/sec504.cfm PRESS 11/2018	
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NEW for D53 (AP) ADMINISTRATIVE PROCEDURE - Service Animals

	Discussion	AP Action
PRESS 6:120AP3	NEW for D53. The procedure is updated with minor corrections for style and to update web links.	<input type="checkbox"/> Accept and move to implement <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

NEW for D53 EXHIBIT - Guidelines for Service Animals in School Facilities

	Discussion	EXHIBIT Action
PRESS 6:120AP3E1	NEW for D53. The exhibit and its footnote are updated with minor corrections for style and to update web links.	<input type="checkbox"/> Accept and move to implement <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

D53 7910 - POLICY - Program for the Gifted

	Discussion	POLICY Action
PRESS 6:130	D53 last update 12/12/16. This policy is unchanged. The footnotes and cross references were updated. PRESS 6/2018.	<input type="checkbox"/> Move to 1st Reading <input type="checkbox"/> Move to 2nd Reading/Adoption <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended; Move to 1st Reading <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

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NEW for D53 - POLICY - Accelerated Placement Program

	Discussion	POLICY Action
PRESS 6:135	NEW for D53. This policy was created in response to 105 ILCS 5/14A, amended by P.A. 100-421. PRESS 6/2018.	<input type="checkbox"/> Move to 1st Reading <input type="checkbox"/> Move to 2nd Reading/Adoption <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended; Move to 1st Reading <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

NEW for D53 - (AP) ADMINISTRATIVE PROCEDURE - Accelerated Placement Program Procedures

	Discussion	AP Action
PRESS 6:135AP	NEW for D53. This procedure was created in response to 105 ILCS 5/14A, amended by P.A. 100-421 PRESS 6/2018.	<input type="checkbox"/> Accept and move to implement <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

NEW for D53 POLICY- Extended Instructional Programs

	Discussion	POLICY Action
PRESS 6:180	NEW for D53. The policy, footnotes, and legal references are updated to more accurately reflect language used in relevant provisions of the School Code and to add the “advanced vocational training and/or career education program” to the list of	<input type="checkbox"/> Move to 1st Reading <input type="checkbox"/> Move to 2nd Reading/Adoption <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended; Move to 1st Reading <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

	potential extended instructional programs.	
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D53 7220 - POLICY - Extracurricular and Co-Curricular Activities

	Discussion	POLICY Action
PRESS 6:190	D53 last update 5/20/16. The policy is unchanged. Minor continuous improvement updates are made to the footnotes. PRESS 6/2018.	<input type="checkbox"/> Move to 1st Reading <input type="checkbox"/> Move to 2nd Reading/Adoption <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended; Move to 1st Reading <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

D53 7250 - POLICY - Technology System Acceptable Use Policy (AUP)

	Discussion	POLICY Action
NOT A PRESS POLICY	The policy was developed by the Director of Technology with legal review by district attorneys and pertains to the usage of technology for all staff and students. There are two companion exhibits that were also reviewed by legal. These are unique to D53 and customized to our 1:1 model.	<input type="checkbox"/> Move to 1st Reading <input type="checkbox"/> Move to 2nd Reading/Adoption <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended; Move to 1st Reading <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

NEW for D53 7250E1 - EXHIBIT - Acceptable Use of the District's Electronic Networks

	Discussion	EXHIBIT Action
NOT A PRESS EXHIBIT	The exhibit was developed by the Director of Technology with legal review by district attorneys and pertains to the	<input type="checkbox"/> Accept and move to implement <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended <input type="checkbox"/> Decline to implement

	usage of the district's electronic networks for all staff and students. This exhibit is unique to D53 and customized to our 1:1 model.	<input type="checkbox"/> Move to old business for review
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NEW for D53 7250E2 - EXHIBIT - Parent Consent for Use of Student Photographs, Video Recordings and Works

	Discussion	EXHIBIT Action
NOT A PRESS EXHIBIT	The exhibit was developed by the Director of Technology with legal review by district attorneys and pertains to parent consent regarding students. The exhibit is unique to D53 and customized to our 1:1 model.	<input type="checkbox"/> Accept and move to implement <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

DELETE D53 7254 - POLICY - Website Accessibility

	Discussion	POLICY Action
PRESS 6:235	The Technology Director recommends that this policy be deleted as information/detail is covered in policy 7250 and exhibits.	<input type="checkbox"/> Move to 1st Reading <input type="checkbox"/> Move to 2nd Reading/Adoption <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended; Move to 1st Reading <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

NEW for D53 - POLICY - Library Media Program

	Discussion	POLICY Action
PRESS 6:230	NEW for D53. PRESS review 6/2018. The policy is updated with a minor style change.	<input type="checkbox"/> Move to 1st Reading <input type="checkbox"/> Move to 2nd Reading/Adoption <input type="checkbox"/> Refer to _____ for input

		<input type="checkbox"/> BOE edits recommended; Move to 1st Reading <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review
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D53 7905 - POLICY - Field Trips

	Discussion	POLICY Action
PRESS 6:240	D53 last update 3/12/01. This procedure, footnotes, and cross references are updated. A reference to Waiver of Student Fees (6125) and Equal Educational Opportunities (6935) are added to the cross references. A footnote is updated for continuous improvement. PRESS 6/2018.	<input type="checkbox"/> Move to 1st Reading <input type="checkbox"/> Move to 2nd Reading/Adoption <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended; Move to 1st Reading <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

NEW for D53 - (AP) ADMINISTRATIVE PROCEDURE - Field Trip Guidelines

	Discussion	AP Action
PRESS 6:240AP	NEW for D53. This procedure and its footnote are updated with minor style updates. PRESS reviewed 6/2018.	<input type="checkbox"/> Accept and move to implement <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

D53 9005 - POLICY - Community Resource Persons and Volunteers

	Discussion	POLICY Action
PRESS 6:250	D53 adopted 5/12/14. The policy, footnotes, legal references, and cross references are updated. Changes to the text of the policy reflect a	<input type="checkbox"/> Move to 1st Reading <input type="checkbox"/> Move to 2nd Reading/Adoption <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended; Move to 1st Reading

	long-standing School Code provision that schools may use resource persons and volunteers for crisis intervention services. Statutes are added to the legal references. Convicted Child Sex Offender; Screening; Notifications (NEW for D53) is added to the cross reference. PRESS 6/2018.	<input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review
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NEW for D53 - POLICY - Homework

	Discussion	POLICY Action
PRESS 6:290	NEW for D53. The policy is unchanged. Minor continuous improvement updates are made to the footnotes.	<input type="checkbox"/> Move to 1st Reading <input type="checkbox"/> Move to 2nd Reading/Adoption <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended; Move to 1st Reading <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

NEW for D53 - EXHIBIT - Class Substitution Request

	Discussion	EXHIBIT Action
PRESS 6:310E	High School Policy?? The exhibit is updated to more accurately reflect the language of 23 Ill.Admin. Code 1.445. Minor continuous improvement updates are made to the exhibit and footnotes. PRESS 2/2018	<input type="checkbox"/> Accept and move to implement <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

D53 6520E - EXHIBIT - Notification to Parents of Family Privacy Rights

	Discussion	EXHIBIT Action
PRESS 7:15E	The exhibit is unchanged. Minor style updates are made to the footnotes. PRESS 6/2018.	<input type="checkbox"/> Accept and move to implement <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended

		<input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review
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NEW for D53 - (AP) ADMINISTRATIVE PROCEDURE - Harassment of Students Prohibited

	Discussion	AP Action
PRESS 7:20AP	NEW for D53, The procedures and footnotes are updated. A reference to Harassment of Students Prohibited (6370) is added to the text of the procedure. The procedure and new footnotes are updated to reflect best practice. Other minor corrections for style are made. PRESS 6/2018.	<input type="checkbox"/> Accept and move to implement <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

D53 6005 - POLICY - School Admissions and Student Transfers To and From Non-District Schools

	Discussion	POLICY Action
PRESS 7:50	D53 last update 4/10/17. The policy, footnotes, legal references, and cross references are updated in response to ISBE special education rules are added to the legal references. A cross reference to Accelerated Placement Program (NEW for D53) is added. PRESS 6/2018.	<input type="checkbox"/> Move to 1st Reading <input type="checkbox"/> Move to 2nd Reading/Adoption <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended; Move to 1st Reading <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

NEW for D53 (AP) ADMINISTRATIVE PROCEDURE - Prevention, Identification, Investigation, and Response to Bullying

	Discussion	AP Action
PRESS 7:180AP1	NEW for D53. The procedure and footnotes are updated.	<input type="checkbox"/> Accept and move to implement <input type="checkbox"/> Refer to _____ for input

	<p>“School Violence” is deleted from the title and all of its exhibits (see below). This more accurately reflects the materials’ focus on bullying and avoids confusion between violence-related bullying versus other types of school violence addressed in the PRM, e.g. gun violence, footnotes are updated with minor corrections for continuous improvement. PRESS 6/2018.</p>	<input type="checkbox"/> BOE edits recommended <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review
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NEW for D53 EXHIBIT - Resource Guide for Bullying Prevention

	Discussion	EXHIBIT Action
PRESS 7:180AP1,E1	<p>NEW for D53. The exhibit’s web links are updated, and two new resources are added. PRESS 6/2018.</p>	<input type="checkbox"/> Accept and move to implement <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

NEW for D53 EXHIBIT - Be a Hero by Reporting Bullying

	Discussion	EXHIBIT Action
PRESS 7:180AP1,E2	<p>NEW for D53. The exhibit is updated with minor corrections for continuous improvement. PRESS 6/2018.</p>	<input type="checkbox"/> Accept and move to implement <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

NEW for D53 EXHIBIT - Memo to Staff Regarding Bullying

	Discussion	EXHIBIT Action
PRESS 7:180AP1,E3	<p>NEW for D53. The exhibit is updated with minor corrections</p>	<input type="checkbox"/> Accept and move to implement <input type="checkbox"/> Refer to _____ for input

	for continuous improvement. PRESS 6/2018.	<input type="checkbox"/> BOE edits recommended <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review
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NEW for D53 EXHIBIT - Memo to Parents/Guardians Regarding Bullying

	Discussion	EXHIBIT Action
PRESS 7:180AP1,E4	NEW for D53. The exhibit is updated with minor corrections for continuous improvement. PRESS 6/2018.	<input type="checkbox"/> Accept and move to implement <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

NEW for D53 EXHIBIT - Report Form for Bullying

	Discussion	EXHIBIT Action
PRESS 7:180AP1,E5	NEW for D53. The exhibit is updated with minor corrections for continuous improvement. PRESS 6/2018.	<input type="checkbox"/> Accept and move to implement <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

NEW for D53 EXHIBIT - Interview Form for Bullying Investigation

	Discussion	EXHIBIT Action
PRESS 7:180AP1,E6	NEW for D53. The exhibit is updated with minor corrections for continuous improvement. PRESS 6/2018.	<input type="checkbox"/> Accept and move to implement <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

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NEW for D53 EXHIBIT - Response to Bullying

	Discussion	EXHIBIT Action
PRESS 7:180AP1,E7	NEW for D53. The exhibit is updated with minor corrections for continuous improvement. PRESS 6/2018.	<input type="checkbox"/> Accept and move to implement <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

D53 6510 - POLICY - Student Records

	Discussion	POLICY Action
PRESS 7:340	D53 last update 2/12/18. The policy is unchanged. Footnotes are updated in response to 23 Ill.Admin.Code Part 375, Student Records, amendment and contain minor style updates. PRESS 6/2018.	<input type="checkbox"/> Move to 1st Reading <input type="checkbox"/> Move to 2nd Reading/Adoption <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended; Move to 1st Reading <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

D53 6510AP1 (AP) ADMINISTRATIVE PROCEDURE - School Student Records

	Discussion	AP Action
PRESS 7:340AP1	D53 last update 2/12/18. The procedure and footnotes are updated in response to amendments to Illinois law updates. PRESS 6/2018.	<input type="checkbox"/> Accept and move to implement <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

NEW for D53 EXHIBIT - Notice to Parents/Guardians of Their Rights Concerning a Student's School Records

	Discussion	EXHIBIT Action
PRESS 7:340AP1,E1	NEW for D53. The exhibit and footnotes are updated in response to amendments to Illinois law updates. PRESS 6/2018.	<input type="checkbox"/> Accept and move to implement <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

D53 8070 - POLICY - Accommodating Individuals with Disabilities

	Discussion	POLICY Action
PRESS 8:70	D53 last update 6/19/17. The policy and footnotes are updated to clarify Title II of the ADA applies to website accessibility. PRESS 7/2017.	<input type="checkbox"/> Move to 1st Reading <input type="checkbox"/> Move to 2nd Reading/Adoption <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended; Move to 1st Reading <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

5. Old Business

D53 1126 - POLICY - Ethics and Gift Ban

	Discussion	POLICY Action
PRESS 2:105	This policy was last updated by PRESS 6/2018. Last revised by D53 11/17/08. The policy is unchanged. A footnote is updated in response to 30 ILCS 708/, the Grant Accountability Transparency Act (GATA) and federal procurement standards. Cross reference to Board Member Conflict of Interest (1125) and Purchases and Contracts (3413).	<input type="checkbox"/> Move to 1st Reading <input type="checkbox"/> Move to 2nd Reading/Adoption <input type="checkbox"/> Refer to _____ for input <input type="checkbox"/> BOE edits recommended; Move to 1st Reading <input type="checkbox"/> Decline to implement <input type="checkbox"/> Move to old business for review

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D53 3300 - POLICY - Revenue and Investments

	Discussion	POLICY Action
PRESS 4:30	D53 last revision 7/12/10. PRESS update 1/14. Each district must have an investment policy; its detail and complexity must be appropriate to the nature of the funds, the funds' purpose, and the amount of the public funds within the investment portfolio. Dr. Martin reviewed and states, "One addition from prior policy. Authorized investment #6. Ok to adopt revision."	4/16/18 Committee meeting discussion. Further discussion needed between Chris Edmonds and Dr. Martin.

D53 3910 - POLICY - Insurance Management

	Discussion	POLICY Action
PRESS 4:100	Last D53 revision 12/14/09. PRESS update 5/14. State law controls this policy's content. Dr. Martin reviewed and states, "Adopt with removal of #2 as it doesn't apply and remove student insurance section at the end."	4/16/18 Committee meeting discussion. Further investigation on student insurance and teacher liability. The committee recommendation is to remove #2 on "Comprehensive Property Insurance" from the document.

D53 4270 - POLICY -Employee Ethics; Conduct; and Conflict of Interest

	Discussion	POLICY 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	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 if the board desires further action.

	<p>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.</p>	<p>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></p> <p>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.</p> <p>12/11/17 Prepare for implementation in 2018-2019 school year.</p> <p>1/22/18 Committee discussion involved the if and how this would be a change in unilateral working conditions. OBEA input and a full board discussion recommended.</p> <p>Spring and Summer 2018 - The BOE and OBEA representatives reviewed potential tutoring policy changes and options during the CBA negotiations as a non-contractual issue to gain insights from both perspectives. The board reserves the right to make changes to this policy at some point in the future.</p>
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D53 4410 - POLICY - Tutoring

	Discussion	POLICY Action
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NOT A PRESS POLICY	This policy was discussed at the same time as policy 4270 (Employee Ethics; Conduct; and Conflict of Interest).	See discussion comments above.
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D53 5040 - POLICY - Schedules and Employment Year

	Discussion	POLICY 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> <p>1/22/18 The committee recommended to defer and keep in old business until meeting with Paraprofessionals and review by Robbins Schwartz. Prepare for implementation in 2018-2019 school year.</p> <p>2018-19 employment statements were issued to non-certified employees to clarify working hours and salary.</p>

Next Meeting: Wednesday, January 9, 2019

6. Adjournment