

October 15, 2018

The Policy Committee of Community High School District 99 met on Monday, October 15, 2018, at the Administrative Service Center. The meeting was called to order at 6:00 p.m.

Present: Board Members Daniel Nicholas and Rick Pavinato. Also present were Henry Thiele, Superintendent; Pete Theis, Assistant Superintendent for Human Resources; Mark Staehlin, Controller; and Juli Gniadek, Secretary.

There were no visitors.

The minutes of the September 10, 2018 meeting were reviewed and approved.

Dr. Thiele stated, though the two policies being discussed were on the agenda for First Reading at the Board Meeting following the Policy Committee Meeting, the Policy Committee could remove either or both from the agenda.

I. Review of policies with revisions recommended by administration.

a. Board policy 4.40, *Incurring Debt*

Mr. Staehlin stated the changes to the policy recommended by administration will aid the District in receiving the best rating, resulting in lower interest rates, from Moody's and Standard and Poor's when the District issues bonds. He shared once the District's annual debt issuance exceeds \$10 million he is required to report to the Board every year and to the federal government on the bond issuances, since they are subject to arbitrage.

b. Board policy 5.185, *Family and Medical Leave*

Mr. Theis explained the District is piloting a software program to manage FMLA leave and, as part of the pilot, the software firm's labor lawyer reviewed the District's policy and made recommendations, specifically the inclusion of intermittent leave. Mr. Theis stated other changes reflect what is in the current DGEA contract, and he anticipates will be part of the SSA contract. According to Mr. Theis, Todd Faulkner of Franczek Radelet recommends the changes. He shared the proposed changes to the policy will not change our current practices.

The Policy Committee recommended changing "her" in bullet 2. on page 3 to "the employee's."

The Policy Committee agreed to move forward with First Reading of both policies.

II. Discussion

a. Naming of Staff in Policies

Dr. Thiele stated, in policies where a specific staff member is the contact person, the District has referred the reader to the website in lieu of listing a name and contact information in the policy. Findings from a recent federal compliance audit state the District must include the name and contact information of the employees in Board policies, as appropriate. Administration is recommending the Board take action to allow administration to update contact information in policies without having the Board take action on the individual policies. According to Dr. Thiele, this will allow for the updates to occur in a more timely fashion.

The Policy Committee agreed with administration's recommendation. Dr. Thiele stated he would contact legal to obtain wording for the Action Item, which the Board will vote on.

b. Student Fees

Dr. Thiele stated he consulted with legal regarding the District's policy on Student Fees, as a follow up to the September Policy Committee meeting. The Committee discussed options available and decided any possible changes to the policy should be addressed for 2019-2020 Student Fees, which will be presented by Mr. Staehlin to the Board in January or February, and that no retroactive action should be taken. Dr. Thiele stated he would contact the family who brought forward the fee question and advise them of the Policy Committee's decision.

III. Reception of Visitors – Public Comment

There were no public comments.

IV. The date of the next meeting has not been determined.

V. The meeting adjourned at 6:23 p.m.