

Oak Park and River Forest High School
201 N. Scoville
Oak Park, Illinois 60302
BOARD POLICY COMMITTEE MEETING
Tuesday, October 14, 2008
Immediately following Finance Committee
Board Room
AGENDA

- I. Call to Order, Roll Call, and Introductions of Visitors**
- II. Approval of Minutes (attachment)**
- III. Consideration of the following Policies for Second Reading and Action**
 - A. Policy 5130, Interscholastic Athletics Program (attachment) (Editorial Change)**
 - B. Policy 5131, Intramural Athletics Program (attachment) (Editorial Change)**
 - C. Policy 5133, Student Smoking And Tobacco Use (attachment) (Editorial Change)**
 - D. Policy 5134, Student Attire (attachment) (Editorial Change)**
- IV. Consideration of the following Policies for First Reading and Action**
 - A. Policy 25, Reimbursement of Board of Education Expenses**
- V. Additional Policy Matters for Committee Information/Deliberation**
- IV. Policy Docket**
 - Policy 1320, School Visitors
 - Policy 1325, Building Security
 - Policy 1400, Recognition Naming of District 200 Facilities or Events
 - Policy 1410, Rental of Facilities
 - Policy 1420, Citizens' Council
 - Code of Civil Discourse
 - Code of Conduct for Parents at School-sponsored Events
 - Expulsion Proposal
 - Fundraising
 - Gifts for Athletic Teams—Procedures
 - Homework
 - Incapacitation of Personnel
 - Legislative Committee
 - Policy 3510, Advertising and Solicitation
 - Policy 3600, Ethics
 - Policy 4110, Non Discrimination in Employment
 - Policy 5114, Student Discipline
 - Procedures for Acceptance of Gifts
 - Use of Credit Cards by District Personnel
 - Workers' Right Consortium's Code of Conduct

C: Board Members, Ralph H. Lee, Chair

**Oak Park and River Forest High School
201 North Scoville Avenue
Oak Park, IL 60302**

**POLICY COMMITTEE MEETING
September 16, 2008**

A Policy Committee meeting was held on Tuesday, September 16, 2008, in the Board Room of the Oak Park and River Forest High School. Dr. Lee called the meeting to order at 8:20 a.m. Committee members present were Jacques A. Conway, Dr. Ralph H. Lee, Dr. Dietra D. Millard, Sharon Patchak-Layman, and John P. Rigas. Also, present were Dr. Attila J. Weninger, Superintendent; Jason Edgecombe, Assistant Superintendent for Human Resources; Philip M. Prale, Assistant Superintendent for Curriculum and Instruction (arrived at 8:30 a.m.); Amy Hill, Director of Assessment and Research (arrived at 8:30 a.m.); and Gail Kalmerton, Executive Assistant/Clerk of the Board.

Visitors included Kay Foran, Community Relations and Communications Coordinator; James Hunter, Faculty Senate Executive Committee Chair

Minutes of the August 21, 2008 Policy Committee Meeting

The minutes of the August 21, 2008 Policy Committee Meeting were accepted as presented by the Committee members.

Consideration of Policies for Second Reading

Policy 1140, Gifts to the District

It was the consensus of the Policy Committee members to recommend to the Board of Education that it amend Policy 1140, Gifts to the District, at its regularly scheduled September Board of Education meeting, with the following adjustments.

- Para 3, Line 1: Replace \$500 with \$75, if there are no objections from an accounting perspective. [Ms. Witham has advised there are no accounting objections with this replacement].
- Page 3, Line 4: Add the words "on behalf of the District" after the word "employees"

Policy 1150, Student Publicity and Media Relations

It was the consensus of the Policy Committee members to recommend to the Board of Education that it amend Policy 1150, Student Publicity and Media Relations, at its regularly scheduled September Board of Education meeting, as presented.

Policy 1230, School Attendance on Days of Religious Observances

It was the consensus of the Policy Committee members to recommend to the Board of Education that it amend Policy 1230, School Attendance on Days of Religious Observances, at its regularly scheduled September Board of Education meeting, as with the following deletion.

Item II, Line 4: Delete “Since generally none of the major Christian holidays occurs when school is in session, absence for Christian observance days is generally not an issue. Two major Jewish observance days, Rosh Hashanah and Yom Kippur, occur frequently when school is in session, and notice by the parent or guardian should be given to excuse students for these holidays. Excusal for major religious observance days in religions other than Christianity or Judaism will be granted if parents or guardians follow this notice procedure.” Committee members felt this paragraph to be redundant.

Policy 1250, Internet Safety

It was the consensus of the Policy Committee members to recommend to the Board of Education that it amend Policy 1250, Internet Safety, at its regularly scheduled September Board of Education meeting, with the following enhancement:

Page 3, Para 2, line 6: Replace “student discipline code with *Code of Conduct*

Policy 3610, Automated External Defibrillator Use

It was the consensus of the Policy Committee members to recommend to the Board of Education that it amend Policy 3610, Automated External Defibrillator Use, at its regularly scheduled September Board of Education meeting, as presented.

Mr. Edgecombe informed the Board of Education that the District has purchased these in groups of five because of special pricing at that level. A defibrillator for the fourth floor of the high school will be earmarked for the next order.

Dr. Weninger added the following enhancements to the procedures:

Page 1, Para 3:	Add “,” after the word “athletics”
Page 1, Para 4:	Add “,” after the word “protocols”
Page 2, Para 1:	Add () after the words “or designee”
Page 2, Para 1:	Add the words “his/her” after the word “or”
Page 3, Item III, Para 1, Line 6: education	Capitalize the words “health, service, physical, and education
Page 3, Item III, Para 1, Line 7:	Replace “security” with Safety/Support Team”
Page 4, Item V, A-G, 1, and 2:	Use a small letter on the first letter of every item.
Page 4, Item V, Item F:	Add the word “and” after the “;”
Page 4, Item V, Item 1:	Add the word “and” after the “;”
Page 4, Item VI, Item VI, Line 2:	Add the “/division” after the word “department”
Page 4, Item VI, Item VI, A-D:	Use a small letter on the first letter of every item.
Page 4, Item VI, Item C:	Add the word “and” after the “;”
Page 4, Item VI, Para 2, Line 2:	Delete the “;” after the word “include”
Page 4, Item VI, Para 2, Line 3:	Replace the word “Department” with the word “Division
Page 4, Item VI, Para 2, Line 4:	Replace “Security” with the words “Safety and Support Team”

Grading Policy Discussion

Dr. Lee asked what understanding the District would give to the public about the procedures that the District will follow in dealing with the concerns that some parents had expressed and discussed with at least one board member, himself, on the issue of divisional grading policies grading practices. It is not just specific to the Science Division. When Dr. Lee was asked what was the basis for this conversation, he responded that it was his email to the Board of Education, his action of meeting with parents, and reading from their minutes a request for him to bring enrollment statistics for them to analyze whether a drop in enrollment in Honors Science courses due to the grading policy had occurred. He noted that he had not promised that information.

Dr. Millard remembered an open forum on grading policies and that based on those discussions and subsequent administrative discussions no changes were put in place. The current discussion seemed focused on science classes, as some of the grading scales in several of the courses are different from the grading scales in other courses. She asked if the Board of Education were trying to accommodate a small percentage of parents with this discussion without the new Division Head being involved. Do the numbers substantiate the parents' position? Dr. Lee stated that if there were just a few unhappy parents about their students' grades, it would not be an issue for the Board of Education. The bigger issue is that Science teachers have referred to this as the Science Division's Grading Policy. If the Board of Education does nothing it implies acceptance of the Science Division's ability to have its own grading policy, which would lead to any other division having the right to establish its own grading policy. Dr. Millard asked if there were such a policy and Dr. Lee responded that both science teachers and parents believe it. Mr. Prale stated that it was not a policy, but an established grading scale for a specific science course.

Ms. Patchak-Layman asked if teachers were able to set their own grading scales. Dr. Lee stated that the word used was "policy" not "scale." Ms. Patchak-Layman then rephrased her question and asked whether teachers could make the decision or could the school make a unified grading scale. Mr. Rigas said anyone could have a policy at the department level. In Drivers' Education if a student gets a grade lower than a B, he/she has to take the driving test at the Department of Motor Vehicle, rather than with a school instructor at the school. Dr. Lee argued that was wrong because current Board of Education policy delegates to each individual teacher the responsibility for the evaluation of the progress of the students of that teacher. It does not delegate that to the division or the department, but to the individual teacher. Mr. Prale concurred with Dr. Lee's reading of the policy. However, in the school there exists a dynamic where teachers discuss instructional issues regarding parent communication patterns, and set common practices. However, the Administration understands the importance of communication to parents and it has asked Division Heads to communicate to teachers that, across a course, a consistent grading scale must be applied to every section. Every teacher across every section is to have the same grading scale. There has been no resistance to that and the teachers appreciate it. Dr. Lee asked Mr. Prale his position on the Board of Education's obligation to explain to the public the understanding of what he just described. Mr. Prale did not know the Board of Education's obligation, but replied that it is incumbent on the teacher to answer the questions. He suggested that the Board of Education members refer the questions back to the teacher. Dr. Lee did not

think the Board of Education would be discussing this issue if it were just one teacher but ostensibly by a division and involving every course in that division.

Mr. Rigas compared this situation to that of the issue with the lights. A small group of parents will not be satisfied until the grading scale is changed, i.e., an A would range from 90 to 100 instead of from 92 to 100. These parents would prefer their children get a grade of A in a lower level class; their focus is on the grade versus the curriculum. Even if an A were 90 to 100, teachers grade differently and curve differently. The parents should focus on what their children are learning, what classes they are taking, and where they are going within the curriculum. Mr. Prale added that he knows of a teacher who works hard both before and after school and that he/she communicates clearly with the parents. This teacher believes that using the 92 to 100 scale raises the curriculum quality. Divisional discussions allow them to continue that across the program. Once the grading scale has been established, discussion can occur regarding curriculum, weighting of grades, assessment of the programs' continuity, etc. Mr. Prale recommended leaving the grading scale as is; he suggested that students ask their teachers about what else they could do to get an A.

Dr. Lee argued that Mr. Prale had said let it be handled "course-by-course." Dr. Lee does not believe the majority of parents perceive that reality. The Board of Education has an obligation to tell the reality. Mr. Prale suggested distributing the administrative minutes and excerpt to Board of Education notes. Dr. Lee stated that this was a bigger audience and asked if he should tell them that the Board of Education would do nothing, as its perception is a fallacious perception of what clearly exists. Dr. Millard felt it had been well explained at the previous meetings. Dr. Millard would respond that this was not Board of Education work and that the issue should be brought to Mr. Prale.

Ms. Patchak-Layman referred to a discussion that occurred at Citizens' Council on this topic. She felt a community discussion should be had on grading, based on interest. Mr. Rigas was unclear as to why the community should set the grading scale. Why is the Board of Education spending time on how things should be graded; teachers will continue to grade as they want. One can dictate a scale, but that will not change grades.

Dr. Weninger suggested responding to the parents' question by saying they were under a false assumption as to what exists. Dr. Weninger asked Mr. Prale if all teachers used the same grading scale in Honors Chemistry. Mr. Prale responded yes. Dr. Weninger asked if the same grading scale were used across the curriculum. The response was yes. Dr. Weninger noted that Division Heads have been asked to monitor grading scales in the courses within their divisions. Mr. Hunter believed it was uniform and that the Board of Education had a defensible policy. Teachers set the grading across the curriculum and, by course, they are all consistent. When asked if it were true for Honors Biology and Honors Physics, Mr. Hunter responded yes. He was unsure, however, if it were identical going from Chemistry to Earth Science?

Ms. Hill stated that to explore this more fully would entail asking what a grade of "A" meant in a given course; that is a bigger question. The question on the grading scale could be a red herring for a larger discussion on achievement.

Dr. Lee was not concerned just about this group of parents, and they were unhappy with his explanation. The larger issue is that there is a general perception that there is a science grading policy, affecting all science-grading courses uniformly across that division. They have not been disabused of that notion. He has talked with a larger group of parents individually. Mr. Prale suggested providing a list course and grading scale practices, as every teacher course has a profile that includes the grades. Mr. Prale stated that the District could publish the administrative minutes that establish continuity between the courses, address parental concerns clearly, and the grading scale of all science courses to assure parents that the grading scale is same. Mr. Hunter stated that it was a defensible position. Dr. Lee suggested asking the teachers and the Science Division Head using the term “science division procedures or practices”, rather than “science division grading policy,” as that terminology has caused the problem. Mr. Prale noted he would provide the information discussed to Dr. Lee.

Ms. Patchak-Layman noted that when looking at the discipline numbers last year, the Board of Education did not know if students with a 2.0 in one class vs. 2.0 in another class had the same knowledge. The student in an honors curriculum receiving an A would have more content knowledge and better test scores. The GPA is not an indicator of what a student knows; it needs more exploration. Mr. Prale agreed that the GPA was not an indicator of what a student knows and that the District has looked at other kinds of information to gain a better understanding of how a student is achieving.

Dr. Lee summarized his proposed response to these parents:

- 1) Board is not convinced that it should change or modify its current policy on grading;
- 2) The current Board policy is about grading in all courses;
- 3) Groups of teachers may agree on grading scales for individual courses;
- 4) The Board of Education has delegated to teachers the authority and responsibility to establish their own grading scales, as substantiated by the documentation; and
- 5) If parents are unhappy with a grade for a specific student, they should discuss their concerns with the appropriate teacher or Division Head.

Ms. Patchak-Layman asked if there were documentation as to whether enrollment had stayed steady or grown. Dr. Lee felt that question was impossible to determine. Ms. Patchak-Layman stated that one could have that discussion in one department. In Science, it appears that fewer students are continuing with the Honors Program. In addition, the scores on state testing have been lower in science. Parents feel that, perhaps, these are the problems in the division. The questions to ask the new Division Head are: 1) Are students going into the AP courses? 2) Are they encouraged to do so? Will the Division improve the trend of the District’s overall science scores? Dr. Lee felt adding statements such as this would mire the Board of Education more deeply with individual parents as to how their students’ grades were being affected. He did not feel that would be productive.

Dr. Millard felt the ranking of students was a serious problem and interfered with the students being interested in enrolling in other classes. The discussion moved to current practices and what factors impede student enrollment in non-honors classes. Ms. Patchak-Layman and Mr. Rigas concurred, however 100 percent of the statistics show that valedictorians do not necessary

get into the college or university of their choice because the students took rigorous schedules. Dr. Millard felt the District should take this lead in looking at this issue more fully.

Consideration of Policies for First reading

Policy 5130, Interscholastic Athletics Program

It was the consensus of the Policy Committee members to recommend to the Board of Education that it approve Policy 5130, Interscholastic Athletics Program, for first reading at its regularly scheduled September Board of Education meeting, with the following enhancements:

Para. 4, Line 2, remove the word “academic”

Para. 4, Line 3, add the words “which are available from the Athletic Director” after the word “Conference”

Policy 5131, Intramural Athletics Program

It was the consensus of the Policy Committee members to recommend to the Board of Education that it approve Policy 5131, Intramural Athletics Program, for first reading at its regularly scheduled September Board of Education meeting.

Ms. Patchak-Layman inquired as to why the Athletic Director’s responsibilities did not include supervision this of program. She asked if there were an evaluation process for s intramural coaches and sponsors of co-curricular activities. While the Assistant Principal for Student Activities works closely with the Athletic Director, the director of Intramurals is not a coach, but a sponsor; thus, the Assistant Principal for Student Activities evaluates all sponsors.

Policy 5133, Student Smoking And Tobacco Use

It was the consensus of the Policy Committee members to recommend to the Board of Education that it approve Policy 5133, Student Smoking And Tobacco Use, for first reading at its regularly scheduled September Board of Education meeting.

5134, Student Attire

It was the consensus of the Policy Committee members to recommend to the Board of Education that it approve Policy 5134, Student Attire, for first reading at its regularly scheduled September Board of Education meeting. Dr. Weninger added the following enhancements.

Item 2, line 1: Replace “which” with the words “with the”

Para 3, line 1: Add () after the words “or designee”

Page 3, line 1: Add the words “his/her” after the word “or”

Para 3, line 2: Add () after the words “or designee”

Page 3, line 1: Add the words “his/her” after the word “or”

There was discussion regarding eliminating the words “adequately protective” regarding footgear because it seemed that this was an area in which in which misunderstanding could easily occur.

However, there was a consensus of the majority of the Committee members to go forward with first reading at this time with the changes as proposed. Any further discussion may occur at the October committee meeting.

Adjournment

At 10:00 a.m., the Policy Committee adjourned.

POLICY 5130, INTERSCHOLASTIC ATHLETICS PROGRAM

The Board of Education supports interscholastic athletic competition with due regard for the health and safety of participants as part of its mission to help all students "...achieve their full human potential."

In addition to the development of physical fitness, strength, and agility, interscholastic athletic competition teaches the value of working together in teams, the value of ~~ofin~~ establishing and striving to reach goals, and the value of ~~ofin~~ the physical and mental discipline fundamental to the focus required for success in athletic competition.

The Athletic Director, in consultation with the ~~Principal Assistant Superintendent for Pupil Support Services~~, shall promulgate rules governing athletic practices and participation consistent with Illinois High School Athletic Association (IHSA) and West Suburban Conference guidelines and standards. Coaches are responsible for compliance with these rules.

To be eligible to represent Oak Park and River Forest ~~h~~High School in athletic contests, student athletes must meet the ~~academic~~ standards specified in Board Policy #5132 and the eligibility standards of the IHSA and the West Suburban Conference, which are available from the Athletic Director.

Amended Date(s):	
Adopted Date:	April 23, 1998
Review Date:	
Law Reference:	
Related Policies:	<u>Policy 5132, Co-Curricular Programs</u>
Related Instructions And Guidelines:	
Cross Ref.:	

POLICY 5131, INTRAMURAL ATHLETICS PROGRAM

The Board of Education supports intramural athletic competition with due regard for the health and safety of the participants as part of its mission to help all students "...achieve their full human potential."

In addition to the development of physical fitness, strength, and agility, intramural athletic competition teaches the value of working together in teams, the value ~~of~~ establishing and striving to reach goals, and the value ~~of~~ the physical and mental discipline fundamental to the focus required for success in athletic competition.

The Director of Intramurals, in consultation with the ~~Director~~ Athletic Director of Student Activities and the Assistant Superintendent for Pupil Support Services Principal, shall promulgate rules governing practices and contests consistent with the established procedures for use of facilities and the use of facilities and the rules for access to school property as detailed in the General Catalog ~~the rules for behavior detailed in the Code of Conduct~~, and the rules governing fair play and safety of the involved sport.

Amended Dates:

Adopted Date:

May 28, 1998

Review Date:

Law Reference:

Related Policies:

Related Instructions

And Guidelines:

Cross Ref.:

POLICY 5133, STUDENT SMOKING AND TOBACCO USE

Students are prohibited from possessing, transferring, smoking or using tobacco in any form in school buildings, on school property, during school hours or at school-sponsored activities, ~~at any time~~. Violation of this policy shall be considered ~~gross disobedience and or~~ misconduct under Policy No. 5114.

Amended Dates:	April 23, 1992; October 27, 1971; October 15, 1970
Adopted Date:	October 17, 1968
Review Date:	
Law Reference:	III. Rev. Stat. ch. 122, pat. 10-20.5b
Related Policies:	
Related Instructions And Guidelines:	
Cross Ref.:	

POLICY 5134, STUDENT ATTIRE

~~POLICY 5134~~

Appropriate attire and grooming are critical to the maintenance of a safe and educationally conducive school atmosphere. Students dress must not be disruptive to the educational environment or compromise reasonable standards of health, safety, and decency. Students must wear adequately protective footwear. Individual attire and grooming are the responsibility of the student and the student's parent/guardian. Students are expected to maintain a neat and modest appearance during school and school-sponsored functions, including morps and formal dances.

To insure that the rights of all students are protected, the following will not be permitted:

1. modes of dress or appearance which are ~~clearly-viewed as~~ disruptive and disturbing to the maintenance of a positive educational environment;
2. modes of dress ~~which-with~~ display gang symbols or drug paraphernalia; or other controlled substances; or
3. modes of dress which display obscenities, falsehoods, explicit references to alcohol, drugs, violence, racism or sexism, innuendoes, or other expressions either harmful to the normal development of younger and less mature students, or offensive to the reasonable sensibilities of students, faculty or other school personnel.

The ~~Superintendent/~~Principal (or his/her designee) is the final arbiter in determining the appropriateness of a student's appearance. The ~~Superintendent/~~Principal (or his/her designee) will develop procedures for the implementation of this policy.

Amended Date(s):	October 17, 1985
Adopted Date:	May 21, 1970
Review Date:	
Law Reference:	School Code of Illinois 105 ILCS 5/10-22.25b Chandler v. McMinnville School Dist., 978 F.2d 524 (9 th Cir. 1992) Rarr v. Schmidt, 460 F.2d 609 (5 th Cir. 1972) Oleson by Oleson v. Board of Education, 676 F. Supp. 8 (N.D. Ill. 1987)
Related Policies:	
Related Instructions And Guidelines:	
Cross Ref.:	Policy 5114 Student Discipline

POLICY 25, REIMBURSEMENT OF BOARD OF EDUCATION EXPENSES

The Board of Education shall reimburse its members for registration fees incurred by its members for attending Board-authorized events. Such events may include but are not limited to the following:

- 1) Meetings sponsored by the State Board of Education or by the Regional Office of Education;
- 2) Local, county or regional meetings and the annual meeting sponsored by any school board association complying with the provisions of *The School Code of Illinois*; and
- 3) Meetings sponsored by national organizations in the field of public school education.

Board of Education members, as appropriate, shall make available to the full Board of Education and the administration information, recommendations, and materials acquired at Board-authorized events.

Amended Date(s):	
Adopted Date:	
Review Date:	
Law Reference:	ILCS 105 5/10-22.32
Related Policies:	
Related Instructions And Guidelines:	
Cross Ref.:	