

OFFICIAL MINUTES OF THE BOARD OF EDUCATION  
SCHOOL DISTRICT 68, COOK COUNTY, ILLINOIS

Regular Board of Education Meeting –May 20, 2014

The Board of Education of School District 68, Cook County, Illinois, met on the 20<sup>th</sup> day of May, 2014, in regular session at the Educational Service Center, according to the rules of the Board.

The meeting was called to order at 7:34 p.m. by the president of the Board, Una McGeough, who presided. Members of the Board were present as follows:

Present: Amy Anson  
Katrina Bell-Jordan  
Todd Fingerman  
Una McGeough

Absent: Richard Berk  
Mark Weil  
Darius Zakeri

Administrative staff members were present as follows:

Frances McTague, Superintendent  
Ryan Berry, Director of Business Services  
Andy Carpenter, Old Orchard Junior High School Assistant Principal  
James Garwood, Incoming Superintendent  
Leslie Gordon, Highland School Principal  
Robyn Hawley, Old Orchard Junior High School Principal  
Laurie Heinz, Assistant Superintendent for Instruction  
Jac McBride, Director of Special Services  
Beth Millard, Assistant Superintendent for Business  
Randy Needlman, Devonshire School Principal  
Susan O’Neil, Jane Stenson School Principal  
Irina Ziemann, Director of Technology

Absent: None

Visitors:	Bradley Allen	Elaine Frangedakis	Ellen Mocogni
	Nancy Battaglia	Chrisy Han	Norma Moreno
	Alexandra Burrell	Christina Heath	Heather Peterson
	Megan Byrne	Judy Hopf	Becky Reid Hieber
	Julie Clark	Mike Isaacs	Todd Ronna
	Natalie Dandino	Hyenk Kim	Melisa Roter
	Nancy DeNeve	Miran Kim	Renee Rowen
	Tamara Deppen	Sarah Larsen	Jennifer Salpietro
	Annie DiMaria	Claudy Levin	Lisa Sarnoff
	Owen Douglas	Julie Liebman	Gerry Sloan
	Fran Eres	Kitty Llerandi	Cyndi Stevens
	Jacquie Foley		Trish Vale

1. INTRODUCTION OF BOARD MEMBERS AND VISITORS AND PUBLIC COMMENT

President McGeough asked Board members and administrators at the head table to introduce themselves. There were no comments.

2. CONSENT AGENDA

It was moved by Member Anson, seconded by Member Bell-Jordan, that the Board of Education approve the items on the Consent Agenda, which contained the following:

- a. Minutes
  - Regular Board of Education Meeting – April 15, 2014
  - Closed Board of Education Meeting – April 15, 2014
- b. Personnel: Teacher Disability: A. Brooks; Teacher Resignation: A. Brooks; Teacher Appointment: B. Allen, T. Crowley, S. Dribin, J. Lustyk, E. Schook, M. Toliuisis; FMLA: S. Goetz; Classified Appointment: R. Cruz; Classified Resignation: J. Baumgartner, L. Spangler, N. Williams
- c. Financial Reports
- d. Approval of Pay Orders
- e. Review of Closed Meeting Minutes:
  - Transfer to Open Meeting Minutes: 7/21/09, 11/17/09, 2/16/10, 10/22/13, 11/12/13, 11/19/13, and 12/17/13; Retain as Closed Meeting Minutes: 2/20/07 and 9/21/10;
  - Destruction of Verbatim Record of Closed Meeting Minutes: 7/17/12, 8/14/12, 9/8/12, 10/16/12, 11/20/12, and 12/18/12.
- f. Superintendent as Board's Agent in Matters Pertaining to Grants

Upon roll call, the members voted as follows:

AYE: Anson, Bell-Jordan, Fingerman, McGeough

NAY: None.

Motion carried.

3. GRADE 6 INTEGRATED READING/LANGUAGE ARTS

Sixth grade teachers provided an overview of the new Reading/Language Arts program and students described how it has impacted their learning. President McGeough thanked the presenters.

4. NILES TOWNSHIP DISTRICT FOR SPECIAL EDUCATION #807

No report.

5. RESCHEDULING AUGUST BOARD MEETING

Superintendent McTague noted that the third Tuesday in August conflicts with 6<sup>th</sup> grade orientation and recommended that the meeting be rescheduled to August 26.

6. USE OF DISTRICT PHOTO IN SCHOOL FINANCE PUBLICATION

Superintended McTague reported that previous District 68 superintendent, Dr. Thomas Kersten, has requested authorization to use a picture of the Educational Service Center for the cover of the newest edition of his school finance book. His request was approved.

7. 2014-2015 SCHOOL CROSSING GUARDS

Superintendent McTague presented information on Village recommendations for additional crossing guards to be paid for by the district in conjunction with their application for the Safe Routes to School program. There was support for moving forward with a reduced number of additional crossing guards based on the district’s assessment of need.

8. APPOINTMENT OF ADMINISTRATOR

It was moved by Member Anson, seconded by Member Fingerman, to appoint Nancy Battaglia to the position of Director of Technology effective July 1, 2014 (per Attachment A). President McGeough welcomed Ms. Battaglia to the district.

Upon roll call, the members voted as follows:  
AYE: Anson, Bell-Jordan, Fingerman, McGeough  
NAY: None.  
Motion carried.

9. REVISION OF POLICY 5130 – *STUDENT CONDUCT AND DISCIPLINE*

It was moved by Member Bell-Jordan, seconded by Member Anson, to revise policy 5130 as follows:

**Student Conduct and Discipline 5130**

High standards for the behavior of students consistent with their level of maturity are necessary to carry on an efficient and effective educational program. To that end, the Board has developed policies regarding student behavior which encourage the development of good character, the efficient use of classroom time, and the attainment of self-discipline.

The District Discipline Committee shall meet annually to advise on policy guidelines for student discipline. The Committee shall report to the Board on issues regarding student discipline and conduct.

**Application of Grounds for Disciplinary Action**

Students may be disciplined for gross disobedience or misconduct which occurs:

- A. on school grounds,
- B. at school-sponsored activities,
- C. in connection with student transportation,
- D. on public or private property adjacent to school grounds as identified by the Superintendent or the Building Principal as property on which student activities have a reasonable relationship to the school, or
- E. at any place when the misconduct has a reasonable relationship to school.

## Prohibited Student Conduct

- A. Gross disobedience or misconduct includes, but is not limited to, the following actions or attempted actions:
1. Disruption --  
Conduct which materially and substantially threatens to or actually disrupts the educational process or interferes with the liberty, property, or other rights of a school employee, student, or person on school premises or attending a school activity.
  2. Alcohol, Drugs, Tobacco and Other Substances --  
Use, possession, transfer, arranging to transfer, sale, purchase, or being under the influence of:
    - a. any illegal drug or controlled substance, including marijuana,
    - b. alcohol,
    - c. tobacco,
    - d. "look-alike" drugs,
    - e. any other substance not prescribed for the student that is used or typically intended to be used to achieve a high or altered mental or physical state, or
    - f. paraphernalia, items used or customarily intended for use in the administration of items referenced above.

Being under the influence includes, but is not limited to, the emission of the odor of any of these substances, such as having alcohol on the breath, or any impairment of normal functioning, such as slurred speech, inability to walk properly or dilated pupils.

3. Aggressive Behavior and Bullying –  
Using any form or type of aggressive behavior that does physical or psychological harm to someone else and/or urging other students to engage in such conduct. Prohibited conduct includes, without limitation, the use of violence, force, noise, coercion, threats, intimidation, fear, harassment, public humiliation, theft or destruction of property, or other comparable conduct.

Bullying can be written (including electronic, verbal, physical or a negative or aggressive gesture) **physical, verbal, or written, including electronic communication.** Bullying is conduct that places another student in reasonable fear of harm to his or her person or property, that causes a substantially detrimental effect on a student's physical or mental health, substantially interferes with a student's academic performance, or that substantially interferes with a student's ability to participate in or benefit from the services, activities, or privileges offered by a school. Bullying and intimidation most often occur when a student asserts physical or psychological power over, or is cruel to, another student perceived to be weaker, for instance, conduct that is belittling or browbeating. It also includes teen dating violence, such as a pattern or behavior in which a person uses or threatens to use physical, mental, or emotional abuse to control another person who is in a dating relationship with the person, where one or both persons are 13 to 19 years of age, or behavior by which a person uses or threatens to ~~use~~ **use** sexual violence against another person who is in a dating relationship with the person, where one or both persons are 13 to 19 years of age.

4. Weapons –  
Possession, use, transfer, or sale of a weapon. Weapons include, but are not limited to:
  - a. guns, knives, explosive devices, any other item which is typically used to cause bodily harm and any other item defined by law to be a weapon;
  - b. items such as baseball bats, pipes, bottles, locks, sticks, compasses, pencils, and pens if used, or attempted to be used, to cause bodily harm; and
  - c. look-alike weapons.

Possession and/or use of weapons may result in a minimum one-year expulsion in accordance with the federal Gun-Free Schools Act and the related provisions of the Illinois School Code.

The Board and the Superintendent, in consultation with the Board, may modify the requirement for a minimum one-year expulsion on a case-by-case basis. The Superintendent or designee may grant an exception to this prohibition on weapons where the weapon is to be used in connection with a student activity such as theatre or cooking, provided the item is not intended to do bodily harm.
5. Disrespect to Employees --  
Any conduct or act abusive of, or disrespectful to, a teacher or other employee of the District.  
Interference with school employees in the performance of their duties.
6. Insubordination --  
Refusal to comply with rules of student conduct or the reasonable instructions of school personnel.
7. Appearance --  
Dress or appearance which presents a health or safety hazard, which materially and substantially disrupts the educational process, or which is prohibited by school dress requirements.
8. Distribution of Materials --  
The violation of the time, place, and manner in which the Building Principal designates that written or printed materials may be distributed by students.
9. Truancy and Tardiness --  
Excessive truancy or tardiness.
10. Fire --  
Unauthorized use of a fire extinguisher, falsely activating a fire alarm, or setting fires.
11. Vandalism --  
Vandalizing school property or private property on school premises.
12. Trespassing --  
Trespassing on school grounds or in the buildings.
13. Theft and Destruction of Property --  
Burglary, robbery, or theft, as well as causing damage to school property or another person's property.
14. Coercion --  
Extortion, blackmail, or coercion by force or threat of force.

15. Bombs –  
Making a bomb threat or initiating a false report of a bomb on school premises.
16. Explosives --  
Possession, sale or use of fireworks, explosives, or other flammable substances not authorized by proper school personnel.
17. Gambling --  
Gambling in any of its various forms.
18. Academic Dishonesty --  
Cheating, plagiarism, or any form of academic dishonesty.
19. Computers --  
Unauthorized use of computers or violation of the District’s network/internet use policy.
20. School Records –  
Unauthorized access to, possession of, or alteration of school records.
21. Secret Societies --  
Soliciting membership in, promising to join, or joining a sorority, fraternity, or secret society.
22. Language --  
Profane or offensively lewd, vulgar, or indecent language, gestures or behavior and slander, libel, or obscenity in any form.
23. Laws --  
The commission of any act punishable by any national, state, or local law or regulation.
24. Hazing --  
“Hazing” means any act directed against a student for the purpose of being initiated into, affiliated with, holding office in, or maintaining membership in any organization, club or athletic team, whose members include other students.
25. Gang Activity --  
A “gang” means any ongoing organization, association, or group of three or more persons, whether formal or informal, having as one of its primary activities the commission of one or more criminal acts or acts in violation of school rules, which has an identifiable name or identifying sign or symbol, and whose members individually or collectively engage in, or have engaged in, a pattern of criminal gang activity or activity relating to the violation of school rules. Gang activity includes, but is not limited to, any act in furtherance of the gang and possession or use of gang symbols, such as drawings, hand signs and attire.
26. Electronic Communication Devices --  
Using or possessing a cellular telephone, electronic paging device, two-way radio, or video recording device, unless authorized and approved by the Building Principal.
27. Harassment --  
Harassment or intimidation of another student based upon a student’s sex, sexual orientation, gender identify, race, religion, national origin, disability, or other protected group status. The District will not tolerate any harassing or intimidating conduct, whether verbal, physical or visual, that affects the benefits of education, unreasonably interferes with a student’s educational performance, or creates an intimidating, hostile, or offensive educational environment.

28. Laser Pointers --  
Use or possession of a laser pointer unless under a staff member's supervision in the context of instruction.
29. Terrorist-Type Activities --  
Any act, threat, hoax or prank of a terrorist nature, especially involving weapons, explosives, biological agents, other dangerous materials or look-alikes of any such items.
30. Fighting --  
Any fighting, assault, battery, or other conduct that a student may reasonably be expected to know may endanger the health or safety of another.
31. Invasion of Privacy –  
Any invasion of the privacy of another, including but not limited to using a cellular telephone, personal digital assistant (PDA), or any other electronic or photographic device to take and/or transmit pictures of another without that person's consent. This prohibition does not include images taken in circumstances where the person has no reasonable expectation of privacy, such as when a spectator at, or participant in, an athletic contest.
32. Internet Threats –  
Explicit threats to school employees, students, or school-related personnel on Internet websites accessible to such people.

B. Additional Definitions:

1. "Possession" means having any knowledge of, and any control over, an item. Control includes, but is not limited to, having access to an item in a school locker, personal effects, or vehicle. It is not necessary that a student intend to control the item. A student may acquire knowledge of an item visually, by being told about the item, or through other sensory perception. A student's knowledge will be determined based on the surrounding circumstances, not just the student's statements. For example, "forgetting" that an item is in one's locker, personal effects, or vehicle does not constitute lack of knowledge. Also, for example, coming onto school grounds or to a school-sponsored event in a vehicle which the student knows contains an item constitutes possession of that item, even if the vehicle or the item is not the student's.
2. A "look-alike" is any substance or item that reasonably appears to be or is represented to be something it is not. Examples include:
  - a. a toy gun which is very difficult to distinguish, except upon close examination, from an actual gun,
  - b. a green leafy plant material that is not marijuana, but is claimed, believed, or intended to appear to be marijuana,
  - c. a white powdered substance that is claimed, believed, or intended to appear to be a toxic chemical or biological agent, though it is not.

C. The Superintendent may establish additional rules, through administrative regulations, and may approve rules adopted at the building level, that further clarify and/or define the general norms of behavior and grounds for expulsion and suspension contained in this policy and/or that provide for the orderly operation of the schools.

D. A student handbook, including the District disciplinary policies and rules, shall be distributed to the students' parents/guardians within 15 days of the beginning of the school year or a student's enrollment.

## Disciplinary Consequences

- A. Disciplinary consequences include:
1. Behavior report.
  2. Parent/guardian notification.
  3. Parent/guardian conference.
  4. Disciplinary conference.
  5. Seizure of contraband.
  6. Withholding of privileges, including participation in extracurricular activities.
  7. Removal from classroom.
  8. Detention, provided the student's parent(s)/guardian(s) have been notified. If transportation arrangements cannot be agreed upon, an alternative disciplinary measure must be used.
  9. In-school suspension for a period not to exceed 5 consecutive school days per incident.
  10. Suspension from school and all school-sponsored events for up to 10 days per incident, provided that appropriate procedures are followed. A suspended student is prohibited from being on school grounds and at school activities and events.
  11. Suspension of bus riding privileges, provided that appropriate procedures are followed.
  12. Expulsion by the Board from school and all school-sponsored activities and events for a definite time period not to exceed 2 calendar years, provided that the appropriate procedures are followed. An expelled student is prohibited from being on school grounds and at school-sponsored activities and events.
  13. Notification of law enforcement authorities whenever the conduct involves illegal drugs (controlled substances), look-alikes, alcohol, weapons, threats, or battery against staff members, and in other appropriate circumstances.

These consequences may be applied in combination and in any order as appropriate to the behavior involved.

- B. At times in this policy and/or in school handbooks, consequences are specified for certain types of misconduct. These consequences will generally be followed, however, in appropriate circumstances, any violation of this policy or school handbook may be considered gross disobedience or misconduct for which a student may be suspended or expelled. Repeated violations may also be considered gross disobedience or misconduct for which a student may be suspended or expelled, even though any particular violation by itself might not warrant suspension or expulsion. Finally, any extreme misbehavior may be considered gross disobedience or misconduct for which a student may be suspended or expelled, even if not addressed by this policy or a school handbook.
- C. Each teacher, and any other school personnel when students are under his or her charge, is authorized to impose any disciplinary measure, other than suspension, in-school suspension, expulsion, or corporal punishment, which is appropriate and in accordance with the policies and rules on student discipline. Teachers may remove students from a classroom for disruptive behavior, subject to administrative direction. Teachers, other **certificated licensed** employees, and other persons providing a related service for or with respect to a student, may use reasonable force to prevent a student from completing an act that would potentially result in physical harm to him/herself, or another or damage to property.
- D. Corporal punishment shall not be used. Corporal punishment includes slapping, paddling, prolonged maintenance of students in physically painful positions, or intentional infliction of bodily harm. Corporal punishment does not include reasonable force used to maintain safety, or for the purpose of self-defense or the defense of property.



- E. The Superintendent, Building Principal, Assistant Principal, and Dean of Students are authorized to impose the same disciplinary measures as teachers and may suspend students guilty of gross disobedience or misconduct on an in or out of school basis and from riding the school bus, up to 10 school days for each incident, provided the appropriate procedures are followed. The Board of Education may suspend a student from riding the bus in excess of 10 days for safety reasons.
- F. Efforts, including, where appropriate, the use of early intervention and progressive discipline, shall be made to deter students, while at school or a school-related event, from engaging in aggressive behavior that may reasonably produce physical or psychological harm to someone else. The Superintendent or designee shall establish procedures to ensure that the parent(s)/guardian(s) of a student who engages in aggressive behavior are notified of the incident. The failure to provide such notification does not limit the Board's or school officials' authority to impose discipline, including suspension or expulsion, for such behavior.
- G. The Superintendent shall develop regulations and/or guidelines to provide for appropriate due process in serious student disciplinary matters, including suspension and expulsion. Suspension review hearings and expulsion hearings shall be conducted by one of the Board's hearing officers selected by the Superintendent, unless otherwise expressly provided by the Board. Upon receipt of the hearing officer's report, the Board shall take such action as it deems appropriate. Only the Board may expel a student.

**H.** *State law requires a reciprocal reporting system between the School District and local law enforcement agencies regarding criminal offenses committed by students (105 ILCS 5/10-20.14). The Juvenile Court Act of 1987 and the School Code set requirements for the management and sharing of law enforcement records and other information about students if they have contact with local law enforcement.*

Guidelines for Reports from the District to Local Law Enforcement

When sharing information, school officials should be aware of State and federal laws regarding *school student records* (Family Educational Rights and Privacy Act, 20 U.S.C. §1232g; 34 C.F.R. Part 99; Illinois School Student Records Act, 105 ILCS 10/). Information kept by law enforcement professionals working in a school is not considered a *school student record* (105 ILCS 10/2). Also, law enforcement records maintained by law enforcement agencies are not considered a *school student record* (105 ILCS 5/22-20, amended by P.A. 97-1104, eff. 1-1-2013).

**I.** Guidelines for Reporting from Local Law Enforcement to the District

The information shared with the district from law enforcement agencies and the confidentiality of shared law enforcement records are managed under 105 ILCS 5/22-20 and 705 ILCS 405/1-7, amended by P.A. 97-1104, eff. 1-1-2013. These laws require the building principal to maintain all information and records that the district receives from local law enforcement separate from a student's official *school student record*. Unless otherwise indicated, the information received from local law enforcement may only be used by school staff having a legitimate educational or safety interest in the information to support (1) the proper rehabilitation of the student, and/or (2) the protection and safety of students and employees in the school.

Legal References: 105 ILCS 5/27-23.7; 5/10-20.14, 5/10-22.6, 5/24-24.  
 Policy adopted by the Board of Education on 4/20/04  
 Replaced Policy 5130, 5131, 5131.1, 5131.2, 5143  
 Revised 6/19/12; 1/21/14; 5/20/14

Upon roll call, the members voted as follows:  
AYE: Anson, Bell-Jordan, Fingerman, McGeough  
NAY: None.  
Motion carried.

10. RESCHEDULING OF BOARD OF EDUCATION MEETING

It was moved by Member Bell-Jordan, seconded by Member Fingerman, to reschedule the June Board meeting to June 24, 2014.

Upon roll call, the members voted as follows:  
AYE: Anson, Bell-Jordan, Fingerman, McGeough  
NAY: None.  
Motion carried.

11. ADDITION OF AT-RISK ELL PRESCHOOL PROGRAM

It was moved by Member Anson, seconded by Member Bell-Jordan, to approve the implementation of a pilot at-risk/ELL early childhood program for the 2014-15 school year as per previous Board discussion.

Upon roll call, the members voted as follows:  
AYE: Anson, Bell-Jordan, Fingerman, McGeough  
NAY: None.  
Motion carried.

12. COMMUNICATIONS

The Board reviewed several Communication items.

13. MOVE TO CLOSED SESSION

It was moved by Member Fingerman, seconded by Member Anson, to move to move the meeting to closed session at 8:21 p.m., to discuss matters of personnel, as per 5 ILCS 120/2(c)(1), as amended by P.A. 93-0057; to discuss collective negotiation matters, as per 5 ILCS 120/2 (c)(2).

Upon roll call, the members voted as follows:  
AYE: Anson, Bell-Jordan, Fingerman, McGeough  
NAY: None.  
Motion carried.

14. RECONVENE MEETING

The meeting reconvened at 9:03 p.m.

15. ADJOURNMENT

It was moved by Member Bell-Jordan, seconded by Member Fingerman, to adjourn the meeting at 9:04 p.m.

Upon roll call, the members voted as follows:

AYE: AYE: Anson, Bell-Jordan, Fingerman, McGeough

NAY: None.

Motion carried.

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Beth Millard, Board Secretary

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Una McGeough, President