

POLICY COMMITTEE MINUTES

October 16, 2018

The Policy Committee met on Tuesday, October 16, 2018, at 7:00 a.m. at the ASC office.

The meeting was called to order at 7:04 a.m.

Present: Chair Greg Harris, Roy Anderson, Jackelyn Cadard, Kari Cremascoli, Marla Gilbert, Chris Hanley, Michael Krugman, Jill Samonte, Hamad Sheikh, Jason Suchy, Mark White, and Melissa Jerves (non-member/secretary)

Absent: Liz Davis, Fanny Vlahos, Jayne Yudzentis

Also in attendance was Justin Sisul, Assistant Superintendent for Curriculum & Instruction.

Approval of Minutes

Jill Samonte moved and Marla Gilbert seconded the motion to approve the minutes from the September 18, 2018 meeting. Motion carried.

Policy 4000 – Personnel – Recruitment

This policy has been updated to include current language and legal references from PRESS. The committee discussed and recommended adding “gender identification” to the list of protected statuses, even though it is included in the definition of discrimination based on sex/sexual orientation in the Illinois Human Rights Act.

Policy 4001 – Personnel – Non-Discrimination

This policy has been updated to include current language from PRESS. The committee recommended adding “gender identification,” as in Policy 4000.

Policy 4001.1 – Personnel – Harassment

The committee added “gender identification,” to be consistent with Policies 4000 and 4001.

Policy 4006 – Personnel – Use of Tobacco

This policy is recommended for deletion as the subject matter is covered by draft Policy 4007.

Policy 4007 – Personnel – Drug & Alcohol Free Workplace

This policy has been updated to include current language from PRESS. The committee discussed and recommended adding language referring to drug and alcohol use in

District vehicles. The first paragraph now reads: “All District workplaces are drug- and alcohol-free workplaces. All employees are prohibited from engaging in any of the following activities while on District premises or while performing work for the District, or in any District-owned or approved vehicles.” The committee also discussed the issue of medical cannabis use, and concluded that the provision should remain as drafted, but be reviewed in the near future to reflect any changes in the law.

Policy 4008 – Personnel – Employee Suspension

This policy has been updated to include current language from PRESS. The committee discussed whether a more specific definition of “detrimental” should be provided, but concluded that the general bullet points provide sufficient detail. The draft will be updated to replace “Administrative Procedure” with “Administrative Regulation.”

Policy 4100 – Personnel - Terms and Conditions of Employment

This policy has been updated to include current language from PRESS.

Policy 4121 – Personnel – Substitute Teachers

This policy has been updated to include current language from PRESS.

Policy 4141.1 – Personnel – Compensation for Substitute Teachers

This policy is recommended for deletion as the language is included in new draft Policy 4121.

Policy 5101.1 – Students – Admission – Age of Entrance to Kindergarten

This policy has been reviewed for compliance with new state legislation on accelerated placement, and a notification provision has been added.

Policy 5101.2 – Students – Admission – Age of Entrance to First Grade

This policy has been reviewed for compliance with new state legislation on accelerated placement, and a notification provision has been added.

Policies 5139, 5139.1 – Students – Uniform Grievance Procedure

The committee will review these policies at the next meeting.

Next Steps in Policy Manual Revision

Remainder of the personnel policies (4010, 4011, 4138), plus policies 5139 and 5139.1 will be reviewed at November Policy Committee meeting.

Reception of Visitors

No visitors were present at this committee meeting.

To do:

- Place Policies #4000, 4001, 4001.1, 4007, 4008, 4100, 4121, 5101.1 and 5101.2, as well as Policies 6130, 6135 and 5111 on November Board agenda for first reading.
- Place Policies #4006 and 4141.1 on November Board agenda for first reading for deletion.
- Hold Policies #5139 and 5139.1 until the next Policy Committee meeting.
- Share list of policies reviewed/yet to review with committee.

Marla Gilbert moved and Mark White seconded the motion to adjourn the meeting.

The meeting was adjourned at 7:45 a.m.