



**MINUTES FOR THE POLICY COMMITTEE MEETING
OF THE BOARD OF EDUCATION OF
KENILWORTH SCHOOL DISTRICT NO. 38, COOK COUNTY, ILLINOIS
THE 9TH DAY OF MARCH 2021**

The Policy Committee of the Board of Education of Kenilworth School District No. 38, Cook County, Illinois, met on the 9th day of March 2021, at 8:01 a.m. via a Zoom Virtual Meeting. Policy Committee Members present included Mr. Andrew Stone, Mr. John Gottschall. Other Board members present were Mr. Evan Lukasik. Also present were Ms. Kate Donegan, Superintendent, and Mrs. Julie M. Campanaro, Secretary, Board of Education.

PUBLIC COMMENT – There was no public comment.

Mrs. Mia Casey Sachs arrived at 8:04 a.m., and Dr. Lisa Metzger-Mugg arrived at 8:07 a.m.

Mr. Stone reviewed the agenda for the meeting. The Committee will review a minor revision to Board policy 6:60 *Curriculum Content* for adoption at the 03/15/21 Board meeting. Additionally, the Committee will discuss the few policies determined to need a more extensive discussion. These were not part of the new policy manual presented for a first read 12/14/20 but will be added later after adoption.

Discussion of Policy 6:60 Instruction – Curriculum Content

Mr. Stone facilitated this discussion. He had noticed an omission in the policy regarding the requirement per school code to recite the pledge of allegiance each day. The Committee added content to the policy under item number 6 regarding citizenship to that effect. Ms. Donegan stated that this was already occurring every day after morning announcements. The school will continue this practice. The Committee will present the revision at the March Board meeting for adoption.

Review of Board Policy Meeting Minutes, October 30, 2020, November 7, 2020, December 1, 2020, and December 7, 2020.

The Committee reviewed the draft minutes prepared by Mrs. Campanaro for October 30, 2020, November 7, 2020, and December 1, 2020. They found no edits were necessary and approved the minutes for posting. The minutes for 12/07/20, though on the agenda, are not ready for review at this meeting and will be presented at a future Board meeting when complete.

OLD BUSINESS

Discussion of Policies



The Committee chose to discuss the new policy 5:186 *Private and Professional Services* first. Mr. Stone referred the members' attention to the sample policies found in the Policy meeting documents. The Committee primarily preferred the wording in sample option 4 and discussed some additions and changes to that language. They recommended using the word "employee" instead of "teacher" as some support staff provides tutoring.

Mr. Bill Graham arrived at 8:15 a.m.

They discussed the wording regarding classes and grade levels and specified more clarity. The reworded content pertaining to who employees cannot provide services to, based on siblings and current and subsequent grade levels in which they teach. As an aside, Dr. Metzger-Mugg told Ms. Donegan she would like to see historical data on Math placement to draw any comparisons between services provided and placement. They reviewed content regarding prohibiting the use of school property for these services and that the policy will apply whether the school is in session or not. They recommended language requiring annual reporting of tutoring relationships and fees and maintaining a list of other certified staff interested in providing private and professional services. This list could be made available to families seeking tutoring for their children. Also recommended was language regarding exceptions to this policy, such as students with individual education plans (IEP), homebound and hospitalized students, or when a multi-disciplinary committee determines private services are appropriate. The school would be responsible for details of this service, such as selecting who will provide the services and payment for those services. Ms. Donegan stated the policy could be shared as soon as it is adopted. She would review this policy at the beginning of the year Institute Days to ensure all concerned faculty and staff understand it.

Board Policy 5:10 Equal Employment Opportunity and Minority Recruitment

The Committee had been considering a recommendation to strike text, from the 1st paragraph, 2nd and 3rd lines, "...arrest record..." but had asked Ms. Donegan to review this with legal counsel. She reported that legal counsel recommended leaving in the language. She added that the district may use discretion in determining offenses that might not prevent the hiring of a prospective employee, such as misdemeanors, or if the offense does not directly pertain to the job responsibilities. Additionally, the Committee had considered adding content to the list of criteria that may not discriminate against a prospective employee under consideration for hire. Ms. Donegan stated that it was the legal counsel's opinion it was best not to add content here, as it was not required and could be a source of other issues. The final recommendation was to leave the language as written in the draft policy.

Board Policy 5:20 Work Place Harassment Prohibited

As with policy 5:10 the Committee had considered adding language regarding the list of criteria that may not discriminate against a prospective employee. Due to legal counseling against



making the addition to the language in the policy, the Committee agreed not to add it. It was noted that "marital status" in the first paragraph was left out and needed to be added back. It was also stated that exhibit 5:20 E *Resolution to Prohibit Sexual Harassment* must be approved along with the policy.

Board Policy 5:330 Educational Support Personnel – Sick Days, Vacation, Holidays and Leaves

Ms. Donegan reminded the Policy Committee the Board had not adopted this policy previously per legal counsel. She recommended waiting and not adopting at this time as it does not align with current practice and may become part of negotiations.

Board Policy 7:310 Restrictions on Publications; Elementary Schools

The Committee discussed the recommendation of adding the phrasing "tolerance of differences of others" under the list of things that violate ethics and rules of responsible journalism. The Committee felt that the content did not provide any additional clarity or depth and recommended the policy be adopted as written.

Board Policy 7:325 Student Fundraising Activities

The Committee discussed the suggested edits to insert similar language to that of policy 7:310, regarding the intolerance of differences. As with policy 7:310, the Committee felt the additional language did not provide any further clarity or depth and declined to add the language. The Committee recommended adding the following language from current policy under number 4 regarding safety being paramount, "Door-to-door solicitations are only allowed as related to the 8th Grade Play ticket sales with two or more students working in teams under adult supervision."

Mr. Stone inquired if there were any other comments regarding these policies. There were none. He suggested going forward; it would be best practices to review school code from time to time to ensure our policies reflect the code as we have unique policy language that may need to be updated that is not in the usual IASB updates.

Dr. Metzger-Mugg thanked Mr. Stone, Ms. Donegan, Julie Campanaro, and the Policy Committee for completing this policy review. It was a significant undertaking, and it is appreciated.

PUBLIC COMMENT

There was no public comment.



ADJOURNMENT

There being no further business, *Dr. Lisa Metzger-Mugg made a motion to adjourn the meeting at 9:10 a.m. Mr. John Gottschall seconded the motion.*

All Ayes.

Attest for Distribution: DocuSigned by: *Julie M. Campanaro* Date: 5/16/2021
Julie M. Campanaro
Julie M. Campanaro, Board Secretary

Approved: DocuSigned by: *Mr. J. Andrew P. Stone* Date: 5/17/2021
Mr. J. Andrew P. Stone
Andrew Stone, Committee Chairperson

ATTEST: DocuSigned by: *Julie M. Campanaro* Date: 5/16/2021
Julie M. Campanaro
Julie Campanaro, Board Secretary