



## **GLENBARD TOWNSHIP HIGH SCHOOL DISTRICT #87**

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### **POLICY COMMITTEE MEETING MINUTES**

#### **GLENBARD DISTRICT 87 ADMIN. CENTER**

**Monday, October 23, 2023**

The Policy Committee held its monthly meeting at Glenbard East High School on Monday, October 23, 2023. The meeting was called to order at 6:08 p.m.

**In attendance:**

Cindy Christensen, Committee Member  
Richard Mazzolini, Committee Member  
Martha Mueller, Board Member  
Reverend James Shannon, Board Member  
Josh Chambers, Asst. Superintendent  
for Human Resources

David Hennessey, GEA Liaison  
Isabella Dodd, Student Liaison South  
Mahi Patel, Student Liaison North  
Priya Rajput, Student Liaison East  
Zahra Waheed, Student Liaison East  
Diana Flint, Recording Secretary

Absent: Rosemarie Montanez

Quorum requirements were met and the meeting was able to proceed.

#### **Approval of Minutes**

The minutes of the Policy Committee meeting for September 8, 2023 were reviewed.

Action: Motion made to accept minutes as presented – Mazzolini, seconded – Christensen, and carried (all ayes).

#### **Public Participation (Agenda Related)**

Hearing no requests, public participation was closed.

#### **Items for Discussion**

Chambers provided a brief explanation of the ROE audit and explained that over the next few meetings the committee will see more policies to be in compliance with that audit.

Policy 2:150 *Committees* had a minor change in language from "discipline" to "behavior." Legal references were also updated.

Administrative Procedure 2:150-AP1 *Superintendent Committees* had changes recommended as follows. The section on "Food Allergy Management" was rewritten under a new subheading: "Anaphylaxis Prevention, Response, and Management Committee. A new section was added for

Transitional Bilingual Education (TBE) Programs Parent Advisory Committee, which details the basic responsibility of the committee as well as who is to be included as members. Item 1 under the PERA Joint Committee heading had guidance added on the formal/informal evaluation process. Lastly, a Time Out and Physical Restraint Oversight Team section was added.

Administrative Procedure 2:150-AP2 *Special Advisory Committee* is Glenbard specific and not found in P.R.E.S.S. There are no changes recommended at this time. We are reviewing it to show that it is current.

Policy 2:250 *Access to District Public Records* was reviewed for continuous improvement and a recommendation to change " 5 business days" to "five business days."

Policy 2:260 *Uniform Grievance Procedure* was modified to change the notification of the decision and appeal process to the complainant shall be by registered mail, return receipt requested, and/or personal delivery versus simply being identified as U.S. Mail. Legal references were also updated.

Policy 5:100 *Staff Development Program* was modified to add a paragraph stating that all school personnel must complete annual evidence-informed training on preventing, reporting, and responding to child sexual abuse, grooming behaviors, and boundary violations. Legal and cross references were also updated. This is a follow-up to the Faith's Law changes since July 1 of this year.

Policy 5:190 *Teacher Qualifications* had one legal reference changed.

Reverend Shannon joined the meeting at 6:14 p.m.

Policy 5:230 *Maintaining Student Discipline* was modified to clarify that licensed, not educational support personnel, are not responsible for maintaining student conduct, behavior, and discipline.

Administrative Procedure 5:230-AP1 *Maintaining Student Discipline* is Glenbard specific and not found in P.R.E.S.S. There are no changes recommended at this time.

Policy 5:280 *Educational Support Personnel: Duties and Qualifications*: Item 2 was modified to clarify non-licensed staff such as supervisors, chaperones or sponsors may assist for school activities during any time in which the Governor has declared a disaster due to a public health emergency, in accordance with ISBE rule.

Administrative Procedure 5:280-AP1 *Athletic Department Volunteer Coaches* is Glenbard specific and not found in P.R.E.S.S. There are no changes recommended at this time.

Motion to move agenda items 1 through 11 forward to the Board with changes as noted. – Christensen, seconded – Shannon and carried (all ayes).

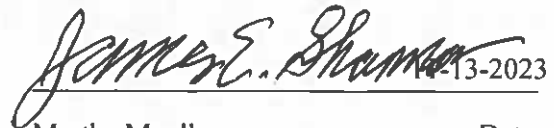
#### **Public Participation (Non-Agenda Items)**

Hearing no other requests, public participation was closed on non-agenda items.

Action: Motion made to adjourn – Mazzolini, seconded – Shannon and carried (all ayes).

The meeting adjourned at 6:20 p.m.

Signed:

 12-13-2023

Martha Mueller

Date

Policy Committee Chairman (or designee)