



GLENBARD TOWNSHIP HIGH SCHOOL DISTRICT #87

596 Crescent Boulevard, Glen Ellyn, IL 60137-4297, (630) 469-9100, www.glenbard87.org

POLICY COMMITTEE MEETING MINUTES GLENBARD DIST 87 ADMINISTRATIVE CENTER

Monday, March 10, 2025

The Policy Committee held its monthly meeting at the administrative offices of Glenbard Township HSD87 on Monday, March 10, 2025. The meeting was called to order at 5:59 p.m.

In attendance:

Martha Mueller, Board Member & Chair
Cindy Christensen, Committee Member
Richard Mazzolini, Committee Member
Rosemarie Montanez, Board Member
Reverend James Shannon, Board Member

Josh Chambers, Asst. Superintendent
for Human Resources
Kate Bruhl, Student Liaison South
David Hennessey, GEA Liaison
Diana Flint, Recording Secretary

Absent: None

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

Approval of Minutes

The minutes of the Policy Committee meeting for January 13, 2025 were reviewed. No meeting was held in February.

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

Public Participation (Agenda Related)

Hearing no requests to speak, public participation was then closed.

Items for Discussion

Chambers advised that we are again reviewing items from Section 400, Business and Operational Services to ensure the district is up-to-date. The Business Office vetted the changes recommended.

Policy 4:80 *Accounting and Audits* had minor changes recommended to stipulate the superintendent "or designee" throughout the document. The Business Office requested the incorporation of maximum revolving fund balances for activities, cafeteria, and athletics versus a general amount for everything.

Administrative Procedure 4:80-AP1 *Asset Protection; Equipment Inventory and Disposal* is Glenbard unique. Changes were made to the section entitled "Inventory of Federally Funded Assets" to clearly define the appropriate person to ensure the items purchased with grant funds inventories and maintains a record of the assets.

Administrative Procedure 4:80-AP2 *Annual Audit* is another Glenbard unique administrative procedure. A modification was requested to make it clear the audit runs through the Assistant Superintendent for Finance and then goes to the Finance Committee.

Policy 4:120 *Food Services* had changes recommended to the legal references.

Administrative Procedure 4:120-AP1 *Food Services; Competitive Foods; Exemptions* had stylistic changes recommended. The section on the exempted fundraising day was relocated to another area in its entirety.

Administrative Procedure 4:120-AP2 *Food Services* is Glenbard unique and has not been reviewed for some time. The Business Office has recommended updates to reflect what is the current protocol.

Policy 4:140 *Waiver of Student Fees* had one minor change required to insert a subheading of "Verification." It currently aligns with P.R.E.S.S.

Administrative Procedure 4:140-AP1 *Fines, Fees and Charges – Waiver of Student Fees* had stylistic changes recommended. The effective dates for school code were recommended to be removed. It now aligns with P.R.E.S.S.

Administrative Procedure 4:140-AP2 *Student Expenses* is Glenbard unique. The Teaching and Learning Office requested that the reference to "loaned textbooks" be removed from item D.

Administrative Procedure 5:270-AP1 *Confidential Employees* falls under personnel and is Glenbard unique. This procedure relates to confidential support staff not under a collective bargaining agreement. The district accounting comptroller position was recommended for deletion as the individual is now required to hold a professional educator license with a CSBO (Chief School Business Official) endorsement. It is the number two position in the Business Office. Other roles in the Business Office had title changes due to a restructure.

Discussion took place on potential Federal funding changes and how it may affect the budget as well as policy.

Action: Motion made to move agenda items 1 through 10 forward to the Board – Shannon, seconded – Montanez, 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 - Shannon, seconded – Mazzolini, and carried (all ayes).

The meeting adjourned at 6:17 p.m.

Signed:

Martha Mueller 04/28/25

Martha Mueller Date
Policy Committee Chairman (or designee)

