

MINUTES
Policy Review Work Session

MEETING: June 5, 2018

PRESENT: Board Members: Bridget Ziegler, Chair; Jane Goodwin, Vice Chair; Caroline Zucker; Eric Robinson; Scott Lempe, Assistant Superintendent/Chief Operations Officer; Art Hardy, Board Attorney
Absent: Shirley Brown

CALLED TO ORDER: 4:00 p.m.

TOPIC	DISCUSSION
Opening Comments	Bridget Ziegler requested Art Hardy give an overview of the policy review process. Mr. Hardy explained that the Board decided to undertake a policy review, which had not been done in many years. He reviewed the policies and then interacted with the appropriate staff members (Superintendent, Assistant Superintendents, others as needed) reviewing various policies to make sure the policies and/or procedures were in compliance with State laws. It was reiterated that the policy is an overview of a topic while the procedures are the details. The work today is the result of the review of Chapter 8. Since everyone has already reviewed these policies, the group can proceed policy by policy. If there are questions, a discussion may take place. To advertise the changes, it is best to advertise the whole chapter at one time; the adopted date will be the same for the whole chapter.
Chapter 8	<p><u>Auxiliary Services</u> Caroline Zucker / Scott Lempe</p> <p>8.10 – <i>Safety</i> – Minor changes 8.11 – <i>Safety Program</i> – Minor changes 8.111 – <i>Key Control Access to Buildings</i> – Minor changes 8.12 – <i>Toxic Substances in School Work Areas</i> – No proposed changes 8.13 – <i>Infection Control Guidelines</i> – Minor changes 8.14 – <i>Inspections</i> – Minor changes 8.15 – <i>Facility Fire Safety Inspection</i> – Minor changes 8.16 – <i>Emergency Drills</i> – Minor changes</p>

Auxiliary Services

Caroline Zucker / Scott Lempe

- 8.17 – *Emergency Disaster* – Minor changes
- 8.18 – *Emergency Closing of Schools* – Minor changes
- 8.19 – *Security Plan* – Minor changes
- 8.20 – *Preventive Maintenance* – No proposed changes
- 8.21 – *Sanitation* – No proposed changes
- 8.22 – *Vandalism and Malicious Mischief* – Minor changes
- 8.23 – *Use of Unmanned Aerial Systems* – Minor changes
- 8.30 – *Purpose and Functions of the Transportation Program* – Minor changes
- 8.31 – *Student Transportation* – Minor changes
- 8.3111 – *Transportation Liability* – To be removed from policy book
- 8.32 – *Bus Routes* – Minor changes
- 8.33 – *Bus Emergency Evacuation Drills* – Minor changes
- 8.34 – *Instruction in Bus Safety* – No proposed changes
- 8.35 – *Exiting the School Bus* – No proposed changes
- 8.36 – *Transporting Students in Private Vehicles* – No proposed changes
- 8.37 – *Seat Belts* – Minor changes
- 8.38 – *Automotive Equipment* – Minor changes
- 8.39 – *Vehicle Maintenance Program* – No proposed changes
- 8.391 – *Vehicle School Bus Idling* – No proposed changes
- 8.40 – *General Food and Nutrition Services* – Minor changes
- 8.41 – *Meal Patterns* – No proposed changes
- 8.42 – *Free and Reduced-Price Meals* – Minor changes
- 8.43 – *Sale Prices of Meals* – Minor changes
- 8.44 – *Summer Nutrition Program* – Minor changes
- 8.45 – *School Breakfast Program* – No proposed changes
- 8.50 – *School Construction Bids Procedures* – Minor changes
- 8.502 – *Construction Change Directives* – Minor changes
- 8.51 – *Renovations, Remodeling or Additions of Facilities by Booster Club, PTA's, or other School Affiliated Groups* – Minor changes
- 8.52 – *Construction Change Orders* – Minor changes
- 8.53 – *Improvements to School Plants and Grounds* – No proposed changes
- 8.54 – *School Facilities Usage for Child Care* – No proposed changes

	<p><u>Auxiliary Services</u> Caroline Zucker / Scott Lempe</p> <p>8.55 – <i>Designation of School Facilities</i> – No proposed changes 8.60 – <i>Telecommunication Plan and Electronic Communication Use</i> – Minor changes 8.80 – <i>Records Retention and Disposal</i> – Minor changes 8.81 – <i>Reports and Forms Management Committee</i> – Minor changes</p>
<p>Adjourned</p>	<p>The Policy Review Work Session adjourned at 4:30 p.m. The discussion on Chapter 2 will be continued at the July 17, 2018 Policy Review Work Session.</p>

We certify that the foregoing minutes are a true account of the Policy Review Work Session held on June 5, 2018 and approved at the regular Board meeting on June 19, 2018.

Secretary
Todd Bowden

Chair
Bridget Ziegler