



Citizens' Policy Committee

Minutes

Wednesday, December 3, 2014

6:00 p.m. – 7:00 p.m.

Administration Building

Attendees: Dr. Joyce Mundy, Ms. Kati Driban, Mr. Mark B. Miller, Ms. Bonnie Berry, Mr. Michael Borkowski, Ms. Katie Braun, Mr. Jim Ford, Ms. Julie Henrich, Mr. Scott Huber, Mr. Ken Karff, Ms. Jessica Lee, Mr. Brian Swank, Ms. Ellen Torre

Topic	Notes	Follow Up
1. Welcome		
2. Minutes:	The minutes for the meeting held November 5, 2014 were reviewed and approved.	Minutes were approved
3. Review of policies: <u>Where Are They Now?</u>	Dr. Mundy shared that there are three policies in the process of being approved by the Board. At the December 9 Board meeting, Policy 815.1 Social Media will be presented for initial distribution, Policy 209.1 Serious Allergies will be discussed and Policy 246. Student Wellness will be adopted, if the Board decides.	
4. Other Discussion:	There was discussion regarding the Cyber Bulling presentation at Willow Dale and whether there is a PowerPoint presentation that could be posted to the website. Although the presentation by NOVA was beneficial, there was light turnout.	Dr. Mundy will share the PowerPoint on the website if it's available.
4. Review of Policies:	<p>1. <u>Policy 248. Unlawful Harassment:</u></p> <ul style="list-style-type: none"> - Add a definition that educational environment includes anything related to a school activity. - Recommendation is to mimic the language that is included in the Bullying policy. - P. 1, 4th paragraph the sentence regarding no retaliation shall occur as a result of good faith charges of harassment has been revised as recommended. - P. 1, section 2: refers to harassment of students and "third parties". A question was raised as to what constitutes third party. - Policy 348. Unlawful Harassment – Employees addresses harassment of employees. - Compliance officer: the educator misconduct act requires every person notified of a bullying instance to notify an administrator, who would then report to an administrator. - Teachers report instances quickly as they 	<p>Check with Mr. Levin regarding language recommendation.</p> <p>Revised sentence. Removed "good faith charges" and added complaints to the end of the sentence. "Third party" definition needed.</p> <p>Bring Policy 348. Unlawful Harassment to next Citizens Policy meeting.</p>

	<p>have been trained regarding the law and requirements.</p> <ul style="list-style-type: none"> - This policy will be brought back to the next Citizens Policy Committee meeting on January 7 with feedback from the solicitor, Mr. Levin. <p>2. <u>810. Transportation:</u></p> <ul style="list-style-type: none"> - A question was raised regarding how frequently bus drivers undergo background checks. As of December 15, the law has changed to require background checks every three (3) years. Prior to December 15, every employee received a questionnaire (in 2012) which required the employee to notify his/her employer of any criminal charges since the last background check. For bus drivers specifically, their driving record will be checked by the district every six (6) months as we do our due diligence to protect students. - If a prospective employee has a conviction related to child abuse, the initial background check will reveal the offense and the employee will not be hired. - Employees are required to notify the district of any criminal charges. - If the district is notified regarding questionable conduct of an employee, the employee is put on leave immediately so that an investigation can take place while the employee has no contact with students. - The current CSD policy requires one background check when the employee is hired. That will change with the new legislation. - The policy requires signs restricting idling of diesel powered motor vehicles weighing 10,001 pounds or more where the vehicles load and unload. Signs are also required at locations that provide fifteen (15) parking spaces for such diesel powered motor vehicles. <p>3. <u>810-AR-4: Student Conduct on Buses:</u></p> <ul style="list-style-type: none"> - If there is a violation on a bus, the procedure is for the principal/assistant principal to interview students and for the transportation supervisor to get a statement from the driver. The principal/assistant principal handles student discipline. - P. 3, 1. addresses handling a situation when a large group of students misbehaves on the bus. We will take a look at this so that the students who aren't involved can be transported home in a timely manner. 	<p>Order and post signs.</p> <p>Revisit the procedure for this.</p>
<p>5. Revisit at Next Meeting:</p>	<ul style="list-style-type: none"> - Policy 248. Unlawful Harassment - Policy 810. Transportation; 810-AR-4. Student Conduct on Buses 	

6. Review Policy 348. Unlawful Harassment - Employees	- Review as questions were raised at the December 3 meeting as to whether or not Policy 248. Unlawful Harassment applied to employees.	
7. Next Meeting Date:	Wednesday, February 4, 2015 – 6:00 pm	