

AGENDA

Pearl City Community Unit School District #200
Pearl City, IL 61062

Wednesday, November 20, 2019
6:30 P.M. – High School Library

- A. Call to Order
- B. Roll Call of Members
- C. Approve the Agenda
- D. Recognition of Guests & Public Comment
- E. Conduct a Public Hearing for the issuance of working cash fund bonds for the purpose of increasing the working cash fund of the District.
- F. Consent Agenda
 - 1. Approval of October 16, 2019 Regular Board Meeting Minutes
 - 2. Approval of October 16, 2019 Closed Session Minutes
 - 3. Approval of Bills and Payroll through November 15, 2019
- G. Communications
 - 1. Lego League Student Presentation
 - 2. Audit Presentation by "The Benning Group"
 - 3. Communication Survey Results
- H. New Business
 - 1. FY19 Audit – Potential Action Item
 - 2. Road from Rt.73 to Back Parking Lot- Potential Action Item
 - 3. JH Football Program – Potential Action Item
 - 4. Purchase of Dump Truck- Potential Action Item
 - 5. 2020-2021 College Now Agreement – Potential Action Item
 - 6. Resolution declaring the intention to issue working cash fund bonds for the purpose of increasing the working cash fund of the District– Potential Action Item
 - 7. Estimated Tax Levy and Resolution for 2019 and Setting of Truth in Taxation Public Hearing – Potential Action Item
 - 8. First reading of new/amended policies: 2:20-Powers and duties of the School Board; 2:20E- Waiver and Modification request resource; 2:70- Vacancies of the School Board; 2:0E- Checklist for filling board vacancies by apt.; 2:100- Board member conflict of interest; 2:105- Ethics and gift ban; 2:110- Qualifications, term, and duties of board officers; 2:200- Types of school board meetings; 2:220- School board meeting procedure; 2:220E- Motion to adjourn to closed session; 2:220E6- Log of closed meeting minutes; 2:250-Access to district public records; 2:250E2- Immediately available district public records and web-posted reports and records; 2:260- Uniform grievance procedure; 3:40E- Checklist for the Supt. employment contract negotiation process; 3:50- Administrative personnel other than the superintendent; 4:15- Identity protection; 4:30-Revenue and Investments; 4:40- Incurring debt; 4:60- Purchases and contracts; 4:80- Accounting and audits; 4:110- Transportation; 4:140-Waiver of student fees; 4:150- Facility management and building programs; 4:170- Safety; 4:175- Convicted child sex offender, screening, notifications; 4:190- Targeted School violence prevention program; 5:10-Equal employment opportunity and minority recruitment; 5:20- Workplace harassment prohibited; 5:30-Hiring process and criteria; 5:50- Drug and alcohol free workplace, e-cigarette, tobacco, and cannabis prohibition; 5:90-Abuse and neglected child reporting; 5:100-Staff development program; 5:120- Employee ethics, conduct, and conflict of interest; 5:125- Personal technology and social media, usage and conduct; 5:150- Personnel Records; 5:190-Teacher qualifications; 5:200- Terms and conditions of employment and dismissal; 5:220- Substitute teachers; 5:250- Leaves of Absence; 5:260- Student teachers; 5:285- Drug and alcohol testing for school bus drivers and commercial vehicle drivers; 5:290- Employment termination and suspension; 5:330- Sick

days, vacation, holiday, and leaves; 6:15- School accountability; 6:20- School year calendar and day; 6:60- Curriculum Content; 6:65- Student social and emotional development; 6:150- Home and hospital instruction; 6:180- Extended instructional programs; 6:210- Instructional materials; 6:270- Guidance and counseling program; 6:300- Graduation requirements; 6:300E1- Application for a diploma for a service member killed in action or for veterans of WW II, the Korean conflict, or the Vietnam conflict; 6:300E2- State law graduation requirements; 6:300E3- Form for exemption from financial aid application completion; 6:310- High school credit for non-district experience; course substitutions, re-entering students; 6:320- High school credit for proficiency; 7:20- Harassment of student prohibited; 7:150- Agency and police interviews; 7:180- Prevention of and response to bullying, intimidation, and harassment; 7:340- Student records; 8:30- Visitor to and conduct on school property; 8:98E1- Letter notifying parents/guardians of school visitation rights - Informational

I. Closed Session

1. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity 5 ILCS 120/2(c)(1), amended by P.A. 99-646, and
2. Collective negotiating matters between public body and its employees or their representatives or deliberations concerning salary schedules for one or more classes of employees.

J. Potential Action Items from Closed Session

1. Accept Retirement of High School Teacher.
2. Resignation of two Paraprofessionals.
3. Approve Resignation of JH/HS Administrator.
4. Approval of Paraprofessional.

K. Adjourn

***Copies of the agenda and public documents can be picked up at the District Administrative Office at 100 S. Summit St, Pearl City, IL 61062 during its regular business hours.

BOARD OF EDUCATION DISTRICT #200
REGULAR BOARD MEETING

October 16, 2019

Recording secretary, Janis Sheffey, called the regular board meeting to order at 6:30 p.m. in the High School IMC. Roll call found the following members present: Mr. Crackenberger, Mrs. Keltner, Mrs. Lieb, and Mrs. Sheffey. Mr. Pauley arrived at 6:35 p.m. Also present were Superintendent Schiffman, Secondary Principal Kelly Mandrell, Elementary Principal Brent Chrisman, William Glass, Bob Asche, Mat Diehl, Jared McNutt, Richard Sargent, Carolyn Grahame, Lisa Allseits and guest, Megan Spahr, DJ Scott, and Bill Johnson. Due to the absence of the Board President and Vice-President, Mrs. Lieb motioned to appoint Board Secretary, Mrs. Keltner as President Pro Temp. Mrs. Sheffey seconded the motion, which passed unanimously.

Mrs. Lieb motioned to approve the agenda as amended switching New Business items #1 and #2. Mr. Crackenberger seconded the motion. Voting aye was: Mr. Crackenberger, Mrs. Keltner, Mrs. Lieb, and Mrs. Sheffey.

The board recognized guests and public comments were allowed. No public comments were made.

Mrs. Lieb motioned to approve the consent agenda. Mrs. Sheffey seconded the motion. Voting aye was: Mr. Crackenberger, Mrs. Keltner, Mrs. Lieb, and Mrs. Sheffey.

In Communications, an update was given on E-Learning.

Jared McNutt spoke to the board on moving back to a JH Tackle Football program for the 2020-2021 school year.

Dr. Schiffman gave a presentation on the Finance Process and Bond sale. Mr. Glass from First Midstate, Inc. was present to answer questions for the board members.

Mr. Asche and Mr. Diehl represented the Village to discuss with the board the possibility of a road from the back parking lot to Rt. 73.

Mr. Pauley motioned to approve a Boys Track Coop with Lena Winslow for the 2019-2020 and 2020-2021 seasons. Mrs. Sheffey seconded the motion. Voting aye was: Mr. Crackenberger, Mrs. Keltner, Mrs. Lieb, Mr. Pauley, and Mrs. Sheffey.

Mrs. Lieb motioned to move forward with the Softball Field Renovations with the district providing up to \$1000 to help with the renovations. Mr. Pauley seconded the motion. Voting aye was: Mr. Crackenberger, Mrs. Keltner, Mrs. Lieb, Mr. Pauley, and Mrs. Sheffey.

Mr. Pauley motioned to enter closed session at 7:33 p.m. Mr. Crackenberger seconded the motion. Voting aye was: Mr. Crackenberger, Mrs. Keltner, Mrs. Lieb, Mr. Pauley, and Mrs. Sheffey.

Mrs. Lieb motioned to enter open session at 7:52 p.m. Mr. Pauley seconded the motion. Voting aye was: Mr. Crackenberger, Mrs. Keltner, Mrs. Lieb, Mr. Pauley, and Mrs. Sheffey.

Mr. Pauley motioned to approve Laiken Daws as an Elementary Paraprofessional at \$10/hour. Mrs. Sheffey seconded the motion. Voting aye was: Mr. Crackenberger, Mrs. Keltner, Mrs. Lieb, Mr. Pauley, and Mrs. Sheffey.

Mrs. Lieb motioned to accept the resignation of Jennifer Plastiak as an Elementary Paraprofessional. Mrs. Sheffey seconded the motion. Voting aye was: Mr. Crackenberger, Mrs. Keltner, Mrs. Lieb, Mr. Pauley, and Mrs. Sheffey.

Mr. Pauley motioned to approve Elizabeth Schroeder Torres and Gretchen Shallenberger as JH/HS Paraprofessionals at \$10.00/hour, with Mrs. Torres working 3 days a week and Ms. Shallenberger working two days a week. Mr. Crackenberger seconded the motion. Voting aye was: Mr. Crackenberger, Mrs. Keltner, Mrs. Lieb, and Mr. Pauley. Mrs. Sheffey abstained from voting.

Mr. Pauley motioned to adjourn the meeting at 7:54 pm. Mrs. Lieb seconded the motion, which passed unanimously.

Respectfully submitted,

Janis Sheffey, Recording Secretary

Chad Bremmer, Board President

**NOTICE OF PUBLIC HEARING CONCERNING THE INTENT OF
THE BOARD OF EDUCATION OF
PEARL CITY COMMUNITY UNIT SCHOOL DISTRICT NUMBER 200,
STEPHENSON, CARROLL AND JO DAVIESS COUNTIES, ILLINOIS
TO SELL \$1,700,000 WORKING CASH FUND BONDS**

PUBLIC NOTICE IS HEREBY GIVEN that Pearl City Community Unit School District Number 200, Stephenson, Carroll and Jo Daviess Counties, Illinois (the "*District*"), will hold a public hearing on the 20th day of November, 2019, at 6:30 P.M. The hearing will be held in the High School Library, 100 South Summit, Pearl City, Illinois. The purpose of the hearing will be to receive public comments on the proposal to sell bonds in the amount of \$1,700,000 for the purpose of increasing the working cash fund of the District.

By order of the President of the Board of Education of Pearl City Community Unit School District Number 200, Stephenson, Carroll and Jo Daviess Counties, Illinois.

DATED the 30th day of October, 2019.

Nikki Keltner
Secretary, Board of Education,
Pearl City Community Unit School District
Number 200,
Stephenson, Carroll and Jo Daviess Counties,
Illinois

Communication Effectiveness Survey Report

November 20, 2019
Pearl City School District

Introduction

In October 2019, PCUSD conducted a Communication Effectiveness Survey of local stakeholders. The survey had several purposes:

- 1) To measure the effectiveness of the district's communication with its stakeholders.
- 2) To gather data on how the school district can communicate more effectively with the stakeholders.
- 3) To provide an opportunity to share feedback regarding e-learning days instead of emergency days
- 4) The results of this initial survey will form a baseline the district will use to inform and track communication progress over the next several years.

Methodology

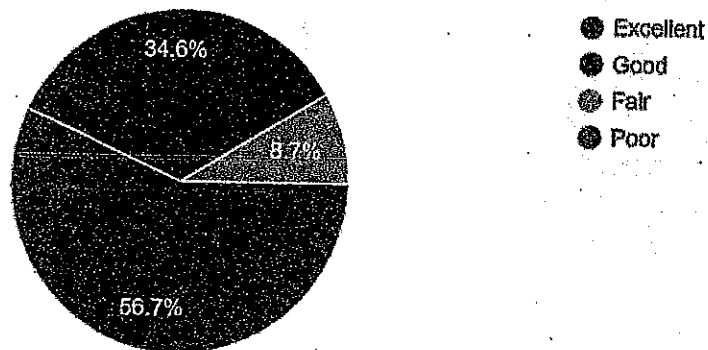
An online survey served as the primary means to complete the survey. All answers received were confidential and anonymous. Participants were limited to completing the survey once from a single device.

The survey was sent out through email on two separate occasions. The survey link was also provided on the district website and on the Superintendent E-Newsletter

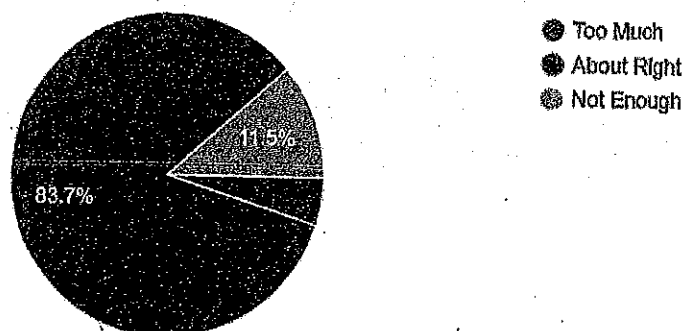
Participant Demographics

- ☐ 104 participants completed the survey. This is about 28% of those in the district that have shared their email address
- ☐ Participants self-identified their relationship to the district and level their student was in
- ☐ 89% were parents and 11% were community members
- ☐ Grade level
 - ☐ Elementary (PreK-6)- 69%
 - ☐ Junior High (7-8)- 32%
 - ☐ High School (9-12)- 35%
- ☐ * Individuals could choose more than one building

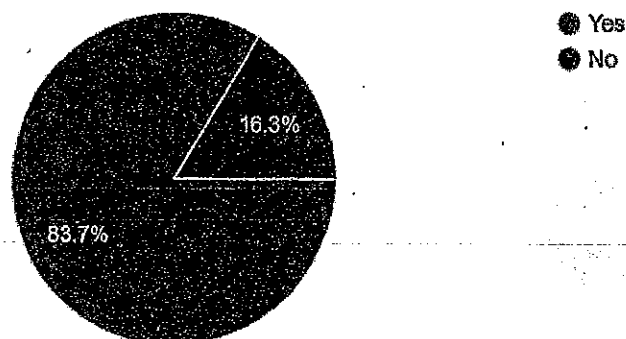
Overall Communication



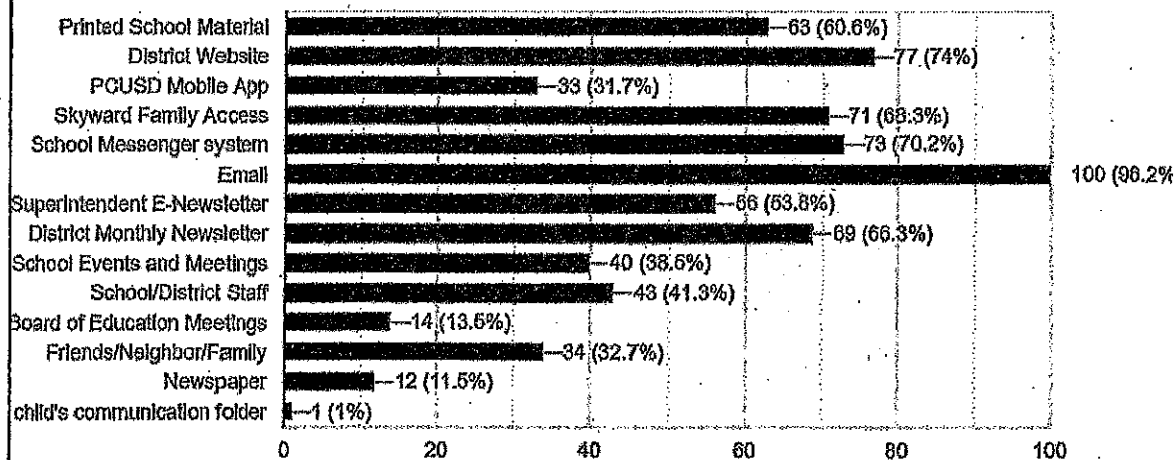
The Amount of Communication received



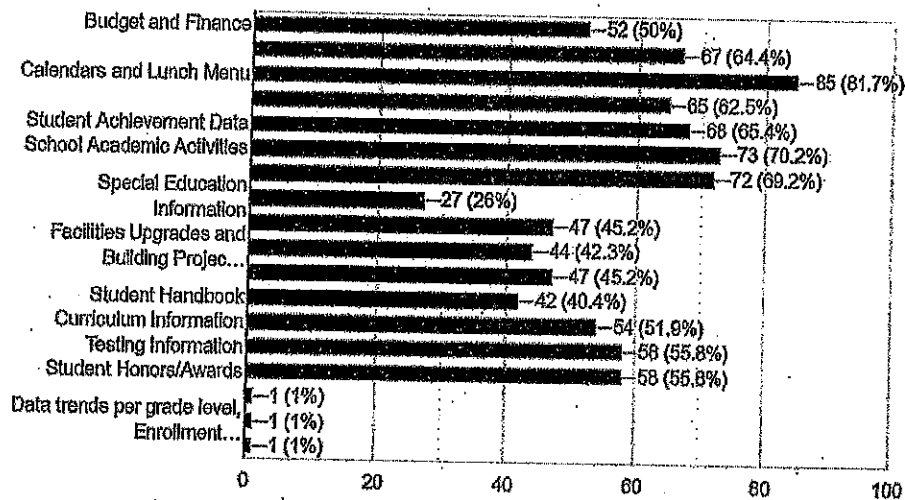
Opportunity to express opinions and concerns



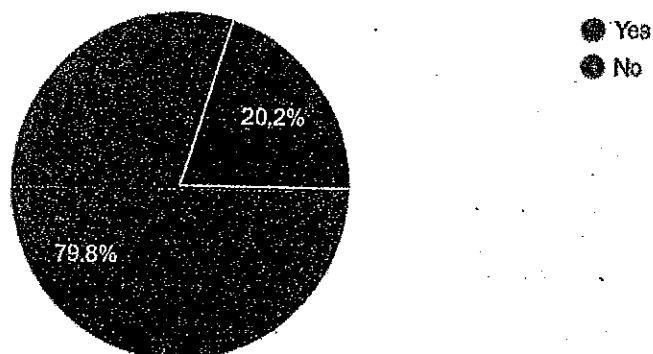
How information is received



Important information to individuals



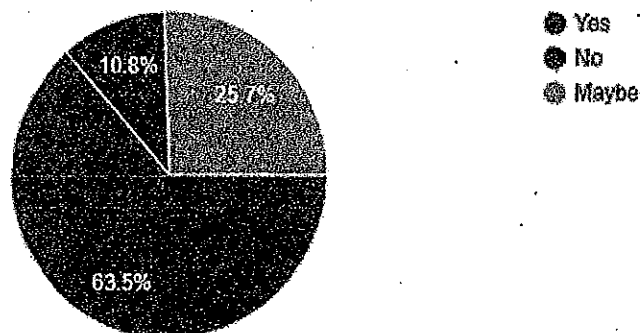
Having Facebook would be beneficial



Knowledge of areas in PCUSD

Category	Fair	Poor	Excellent	Good
Demographics			24	64
1				13
Academics			31	58
	14	1		
Finance			17	50
	32	5		
Challenges			15	51

In favor of having e-learning days

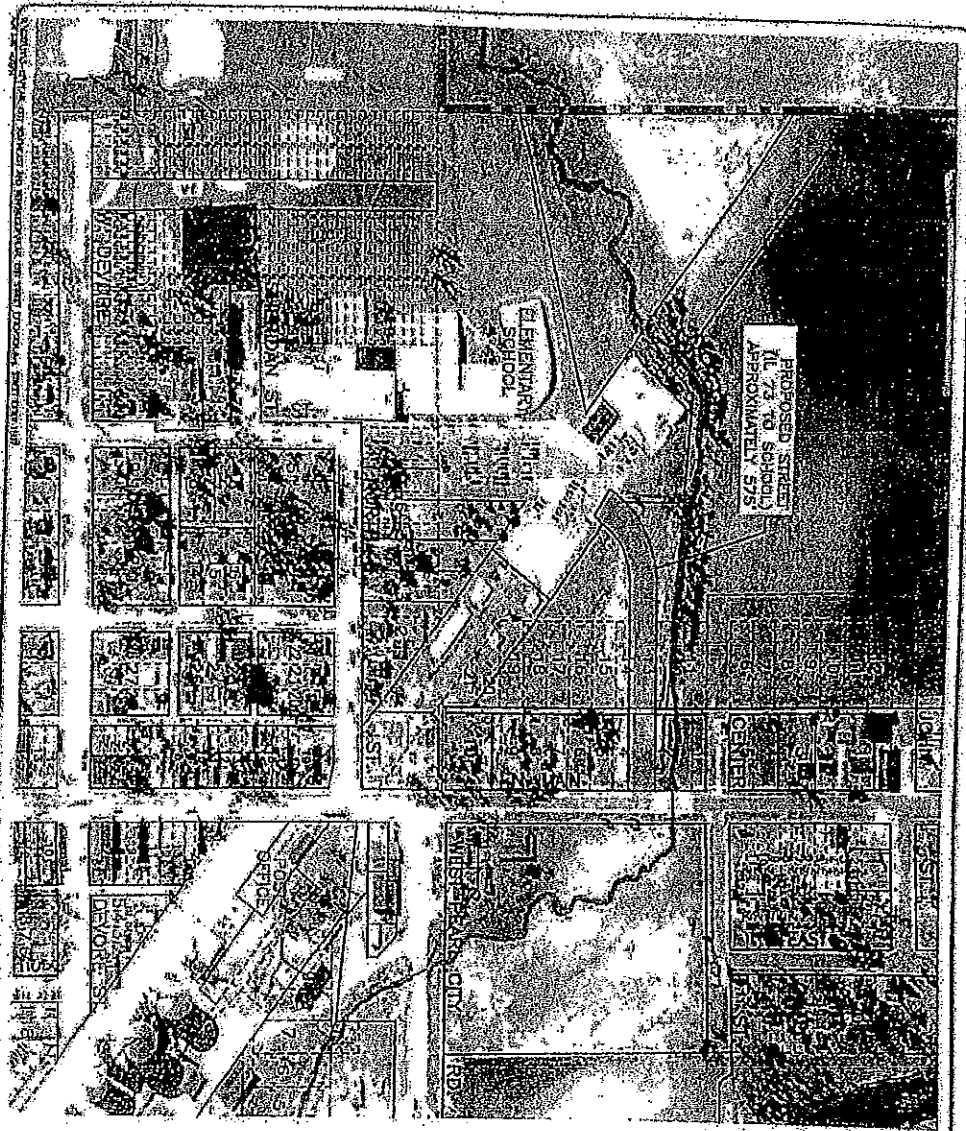


Conclusions

In general, a large majority of survey participants were satisfied with the level of communication they receive from the school district, and felt extremely well informed about topics relating to the district. However, with this data as our baseline, there is room for continued improvement, as well as opportunities to build upon and solidify efforts that are currently successful.

Recommendations

1. Continue and expand use of current communication channels
2. Develop a process for maintaining website consistency across all school pages and consider ways to increase user accessibility
3. Investigate the use of a District Facebook page and other social media
4. Consider ways to expand opportunities for parents and community members to provide feedback, ask questions, interact with staff, and be connected and involved
5. Expand efforts to engage community members not already connected to the district through students and staff



**PRELIMINARY CONSTRUCTION
COST ESTIMATE**

12" AGGREGATE BASE W/GEOTEXTILE - 2,600 SF	= \$19,500
12" ASPHALT PAVEMENT - 2,600 SF	= \$31,200
CURB & GUTTER - 1,150 LF	= \$40,250
STORM SEWER - 100 LF	= \$4,000
STORM SEWER INLETS - 2 EX	= \$5,000
SIDEWALK - 2,600 SF	= \$23,000
TOTAL ESTIMATE	= \$122,950

NOTE: WHILE REQUIRE DOT REVIEW/APPROVAL FOR ACCESS TO IL 73.



**PROPOSED STREET
(IL 73 TO SCHOOL)
PEARL CITY, ILLINOIS**

FEHR GRAHAM
ENGINEERING & ENVIRONMENTAL
11/17/16
11/17/16

Junior High Football Proposal:

Reasons for bringing forward:

- **Districts:**
 - Right now the IHSA approved district play for the 2021 season of high school football. This means that our EPC football program will be playing all 2A schools. All of the schools in our projected 2A district will have had 4 or more years of football under their belt before we play them for a varsity contest.
- **Fundamentals:**
 - We as a staff are constantly working on fundamentals at the varsity and fresh soph levels. If we had 2 more years before the athletes got to our high school program we would be hitting the ground running. This allows for more time at practice and more reps in drills.
- **Football Understanding:**
 - The past two seasons have been tough for our fresh soph teams due to the fact of not knowing the game of football very well. I think if we have the 7th and 8th grade years of playing tackle football, our athletes will understand the game and understand what it takes to play fundamentally sound football.
- **Program:**
 - I fear losing numbers as our fresh soph teams are unable to compete at the level of the other competition. We try to schedule freshman games to get reps but we are not as advanced as other schools and athletes from those schools who have junior high programs.
- **Tradition:**
 - Tradition is something students and players take pride in. I think football can be a huge tradition for the EPC WildCatz and it starts at a young age. The same language and fundamentals will be taught all the way through junior high to high school. The athletes will look forward to running down the hill or special things that we have planned for them as high school players. The high school players can also attend the games to cheer on the junior high.
- **Past proposal:**
 - In the past when this was first proposed, more teams were supposed to go this route. This has not happened and we are the only program that does this in the surrounding area.
 - I will also be working hand and hand with the junior high football coaches in the summer and throughout the year to make sure things are going the way I want them run. With safety being an emphasis and making sure tackling and fundamentals are taught the correct way. This also means we will come together closer as a staff, we will go to clinics together or the JH staff will attend a separate clinic to be a lifelong learning of the game we love.

<u>Current Helmets</u>					
6	XS	4 years left in them			
17	S	3 years left in them			
14	M	3 years left in them			
7	L	3 years left in them			
1	XZ	3 years left in them			
45		\$35 per helmet to recondition them	45	x\$35	\$1,575.00
<u>New Helmets</u>					
For the next 3 years we are in good shape with helmets					
I would recommend buying 10 new ones now,					
so we are not buying all new in 3 years.					
*new helmets cost about \$150 each			10	x \$150	\$1,500.00
Total Cost of Helmets					\$ 3,075.00
<u>Current Shoulder Pads</u>					
about 30 JH shoulder pads that are over 15 years old					
it would cost \$25-\$30 to recondition these pads					
					\$ -
<u>New Shoulder Pads</u>					
Because the shoulder pads are all 15 plus years					
old and cost \$25-\$35 to recondition, I suggest					
purchasing 40 new pads					
*new shoulder pads cost about \$50 each			40	x \$50	\$2,000.00
Total Cost of Shoulder Pads					\$ 2,000.00
<u>New Uniforms</u>					
I would recommend purchasing 20 more uniforms					
to match the current ones					
*new uniforms cost about \$30 each			20	x \$30	\$ 600.00
Total Cost of Uniforms					\$ 600.00
<u>Coaches</u>					
We already pay for 2 JH coaches					
<u>Additional Coach</u>					
When we used to have JH tackle football					
we paid 3 coaches. I would recommend					
to do this again.					
Cost of a additional coach					\$ 2,900.00
<u>Miscellaneous Expenses</u>					
footballs, mouth guards, helmet kit,					
water bottles, water jug,...					
Miscellaneous Expenses					\$ 1,000.00

[illegible]

Phone (815) 443-2030
Fax (815) 443-2032

Tax# 2957-4870 Lic# 1338



Tim Maurer

311 Pearl City Rd.
P.O. Box 38
Pearl City, IL 61062

Bus. (815) 443-2030
www.gtautoplaza.com
gtautoplaza@gmail.com

10-15-2019
311 Pearl City Road
P.O. Box 38
Pearl City, IL 61062

APPRAISAL WHOLESALE
2008 GMC HD3500 DUMP TRUCK
I TIM MAURER PRESIDENT
GT AUTO PLAZA INC. HAVE AN
ESTIMATE VALUE FOR THE
2008 GMC TRUCK OF \$18000.00
THE BREAKDOWN IS LISTED BELOW.

2008 GMC 3500 CAB + CHASSIS SEVERE USE (SNOW PLOW) (CURRENT VALUE)	\$11000.00
DUMP BED + SPREADER (CURRENT VALUE)	\$4000.00
SNOW PLOW CURRENT VALUE	\$3000.00
<hr/>	
TOTAL	\$18000.00



NADAguides Value Report 10/15/2019

2008 GMC Sierra 3500HD

Regular Cab SLE 4WD

Values

	Rough Trade-In	Average Trade-In	Clean Trade-In	Clean Retail
Base Price	\$6,975	\$8,260	\$9,300	\$12,225
Mileage (31,905)	\$3,475	\$3,475	\$3,475	\$3,475
Total Base Price	\$10,450	\$11,725	\$12,775	\$15,700
Options				
Snow Plow Pkg./Plow	\$1,100	\$1,100	\$1,100	\$1,225
Towing/Camper Pkg	\$150	\$150	\$150	\$175
Work Truck Pkg.	-\$800	-\$800	-\$800	-\$800
Price + Options	\$10,900	\$12,175	\$13,225	\$16,300

CollegeNOW

TERMS of AGREEMENT

2020 – 2021 Academic Year (FY'21)

Pearl City High School and Highland Community College

General Provisions

- Students are expected to follow the Highland catalog, including academic and graduation requirements; FERPA; code of conduct and appeal procedures.
- The majority of the Associate of Arts and Associate of Science general education courses will be available between 8:00 a.m. and 2:30 p.m. Students will be required to take First Year Experience Seminar (FYES) the summer prior to fall enrollment. Students may take classes outside of 8:00 a.m. – 2:30 p.m. Students are responsible for providing their own transportation.
- Individual advising and counseling will be available to students. An advisor will be assigned and regular advising appointments required.
- For the 2020-2021 year, the CollegeNOW student and his/her parent or guardian from Pearl City High School will pay all charges including tuition, universal lab and course fees for the Summer, Fall and Spring Semesters; FYES orientation class in the Summer Semester; and Freshman Seminar (a specialized course designed for Fall Semester CollegeNOW students only). Books, supplies, and transportation are also the responsibility of the student/family.
- Students will be provided a Highland GroupWise E-mail account and expected to check E-mail communications daily.
- To qualify, students must have completed sophomore year; be on track and in good standing; 3.0 minimum GPA; meet college-level entrance scores on Accuplacer, SAT exam, ACT exam, or equivalent; have parent/guardian approval; must attend orientation meeting; and recommendation by the high school.
- Students are expected to maintain a 3.0 grade point average to remain eligible for the CollegeNOW program.
- Students (in junior standing at Pearl City High School) will be excused from class to complete required state and college entrance exams.
- Students will abide by the Highland Community College calendar.
- Individual instructors will determine attendance policies by course.

- Following fall 2020, registration will occur within the first two weeks of the registration period.
- Students may register for online courses with the consent of the advisor.
- Student records in this program will follow the FERPA law. Students must sign a release of information so that mid-term and final grades can be shared with the high school.
- The High School will provide consent for each participating student by signing the Participant Agreement allowing the student to enroll in CollegeNOW. The student will present the agreement to the College Admissions office upon registration.
- Reimbursement for students who drop or withdraw will follow college policy.
- The Freshman Seminar will meet once per week and cover student development and other topics determined by the needs of the students. Students will meet monthly with an advisor in the second semester and at least twice a semester in subsequent semesters.
- Early alert and mid-term progress will be monitored by the advisor.
- Final grades will be provided to the high school guidance counselor.

For Highland Community College

For Pearl City School District

President Date _____ Superintendent Date _____

Chair Board of Trustees Date _____ President Board of Education Date _____

RESOLUTION declaring the intention to issue \$1,700,000 Working Cash Fund Bonds of Community Unit School District Number 200, Stephenson, Carroll and Jo Daviess Counties, Illinois, for the purpose of increasing the Working Cash Fund of said School District, and directing that notice of such intention be published in the manner provided by law.

* * *

WHEREAS, pursuant to the provisions of Article 20 of the School Code of the State of Illinois, and all laws amendatory thereof and supplementary thereto (the "*Code*"), a fund to be known as a Working Cash Fund (the "*Fund*") may be created and maintained in and for Community Unit School District Number 200, Stephenson, Carroll and Jo Daviess Counties, Illinois (the "*District*"), in the manner prescribed in the Code, for the purpose of enabling the District to have in its treasury at all time sufficient money to meet demands thereon for expenditures for corporate purposes; and

WHEREAS, the District has heretofore created and maintained such Fund in the manner prescribed by the Code; and

WHEREAS, under the provisions of the Code, the Board of Education of the District (the "*Board*") is authorized to incur an indebtedness and issue bonds as evidence thereof (the "*Bonds*") for the purpose of increasing the Fund; and

WHEREAS, the Board has determined and does hereby determine that it is advisable, necessary and in the best interests of the District that the Fund be increased and that the District incur an indebtedness and issue Bonds as evidence thereof in the amount of \$1,700,000 for said purpose; and

WHEREAS, before such Bonds may be issued for said purpose, the Board must adopt a resolution declaring its intention to issue such Bonds for said purpose and direct that notice of such intention be published as provided by law:

NOW, THEREFORE, Be It and It Is Hereby Resolved by the Board of Education of Community Unit School District Number 200, Stephenson, Carroll and Jo Daviess Counties, Illinois, as follows:

Section 1. Incorporation of Preambles. The Board hereby finds that all of the recitals contained in the preambles to this Resolution are full, true and correct and does incorporate them into this Resolution by this reference.

Section 2. Declaration of Intent; Retention of Underwriter or Placement Agent and Approval of Bond Counsel. The Board hereby (a) declares its intention to avail of the provisions of the Code, and to issue Bonds in the amount of \$1,700,000 for the purpose of increasing the Fund and enabling the District to have in its treasury at all time sufficient money to meet demands thereon for expenditures for corporate purposes, (b) retains First Midstate Inc., Bloomington Illinois, as Underwriter or Placement Agent, as applicable, and (c) approves of Chapman and Cutler LLP, Chicago, Illinois, as bond counsel to the Underwriter or Placement Agent, as applicable, and disclosure counsel to the Underwriter, as applicable, with respect to the proposed issuance of said bonds.

Section 3. Notice of Intent. In accordance with the provisions of Section 5 of the Local Government Debt Reform Act of the State of Illinois, as amended, notice of said intention to avail of the provisions of Article 20 of the Code and to issue Bonds for the purpose of increasing the Fund shall be given by publication of such notice at least once in the *Freeport Journal Standard*, the same being a newspaper of general circulation in the District.

Section 4. Form of Notice. The notice of intention to issue the Bonds shall be in substantially the following form:

NOTICE OF INTENTION OF
COMMUNITY UNIT SCHOOL DISTRICT NUMBER 200,
STEPHENSON, CARROLL AND JO DAVIESS COUNTIES, ILLINOIS
TO ISSUE \$1,700,000
WORKING CASH FUND BONDS

PUBLIC NOTICE is hereby given that on the 20th day of November, 2019, the Board of Education (the "*Board*") of Community Unit School District Number 200, Stephenson, Carroll and Jo Daviess Counties, Illinois (the "*District*"), adopted a resolution declaring its intention and determination to issue bonds in the aggregate amount of \$1,700,000 for the purpose of increasing the Working Cash Fund of the District, and it is the intention of the Board to avail of the provisions of Article 20 of the School Code of the State of Illinois, and all laws amendatory thereof and supplementary thereto, and to issue said bonds for the purpose of increasing said Working Cash Fund. Said Working Cash Fund is to be maintained in accordance with the provisions of said Article and shall be used for the purpose of enabling the District to have in its treasury at all time sufficient money to meet demands thereon for expenditures for corporate purposes.

A petition may be filed with the Secretary of the Board (the "*Secretary*") within thirty (30) days after the date of publication of this notice, signed by not less than 179 voters of the District, said number of voters being equal to ten percent (10%) of the registered voters of the District, requesting that the proposition to issue said bonds as authorized by the provisions of said Article 20 be submitted to the voters of the District. If such petition is filed with the Secretary within thirty (30) days after the date of publication of this notice and on or before the 16th day of December, 2019, an election on the proposition to issue said bonds shall be held on the 17th day of March, 2020. If such petition is filed with the Secretary within thirty (30) days after the date of publication of this notice and after the 16th day of December, 2019, an election on the proposition to issue said bonds shall be held on 3rd day of November, 2020. The Circuit

Court may declare that an emergency referendum should be held prior to either of said election dates pursuant to the provisions of Section 2A 1.4 of the Election Code of the State of Illinois, as amended. If no such petition is filed within said thirty (30) day period, then the District shall thereafter be authorized to issue said bonds for the purpose hereinabove provided.

By order of the Board of Education of Community Unit School District Number 200,
Stephenson, Carroll and Jo Daviess Counties, Illinois.

DATED this 20th day of November, 2019.

Nikki Keltner
Secretary, Board of Education,
Community Unit School District Number 200,
Stephenson, Carroll and Jo Daviess Counties,
Illinois

Chad Bremmer
President, Board of Education,
Community Unit School District Number 200,
Stephenson, Carroll and Jo Daviess Counties,
Illinois

Section 5. Further Proceedings. If no petition signed by the requisite number of voters is filed with the Secretary of the Board within thirty (30) days after the date of the publication of such notice of intention to issue the Bonds, the Board shall, by appropriate proceedings to be hereafter taken, fix the details concerning the issue of the Bonds and provide for the levy of a direct annual tax to pay the principal and interest on the same.

Section 6. Severability. If any section, paragraph, clause or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Resolution.

Section 7. Repealer and Effective Date. All resolutions and parts of resolutions in conflict herewith be and the same are hereby repealed and that this Resolution be in full force and effect forthwith upon its adoption.

Adopted November 20, 2019.

President, Board of Education

Secretary, Board of Education

RESOLUTION REGARDING ESTIMATED AMOUNTS
NECESSARY TO BE LEVIED FOR THE YEAR 2019

WHEREAS, the *Truth in Taxation Law* requires that all taxing districts in the State of Illinois determine the estimated amounts of taxes necessary to be levied for the year not less than twenty (20) days prior to the official adoption of the aggregate tax levy of the district; and

WHEREAS, if the estimated aggregate amount necessary to be levied, exclusive of election costs and bond and interest costs, does not exceed 105% of the aggregate amount of property taxes extended or estimated to be extended, including any amount abated by the taxing district prior to such extension, upon the levy of the preceding year, public notice shall be given and a public hearing shall be held on the district's intent to adopt a tax levy in an amount which is less than 105% of such extension or estimated extension for the preceding year; and

WHEREAS, the aggregate amount of property taxes extended or estimated to be extended for 2018 was:

Educational Purposes	<u>\$1,669,081</u>
Operations and Maintenance Purposes	<u>193,554</u>
Transportation Purposes	<u>118,773</u>
Working Cash Fund Purposes	<u>19,216</u>
Illinois Municipal Retirement Fund Purposes	<u>96,384</u>
Tort Immunity Purposes	<u>122,798</u>
Fire Prevention, Safety, Environmental and Energy Conservation purposes	<u>28,435</u>
Special Education Purposes	<u>23,779</u>
Social Security/Medicare	<u>102,384</u>
[Other] Rent	<u>29,741</u>
Prior Year Adjustment	<u>0</u>
Total	<u>\$ 2,404,145</u>

And

WHEREAS, it is hereby determined that the estimated amount of taxes necessary to be raised by taxation for the year 2019 is as follows:

Educational Purposes	<u>\$1,953,638</u>
Operations and Maintenance Purposes	<u>222,691</u>
Transportation Purposes	<u>137,621</u>
Working Cash Fund Purposes	<u>21,948</u>
Illinois Municipal Retirement Fund Purposes	<u>110,073</u>
Tort Immunity Purposes	<u>140,238</u>
Fire Prevention, Safety, Environmental and Energy Conservation Purposes	<u>32,479</u>
Special Education Purposes	<u>27,162</u>
Social Security/Medicare	<u>116,923</u>
[Other] Rent	<u>33,966</u>
TOTAL	<u>\$ 2,796,739</u>

WHEREAS, the *Truth in Taxation Law*, as amended, requires that all taxing districts in the State of Illinois provide data in the Notice concerning the levies made for debt service made pursuant to statute, referendum, resolution or agreement to retire principal or pay interest on bonds, notes, and debentures or other financial instruments which evidence indebtedness; and

Section 5: This resolution shall be in full force and effect forthwith upon its passage.

ADOPTED this 20th day of November, 2019.

BOARD OF EDUCATION
PEARL CITY COMMUNITY UNIT
SCHOOL DISTRICT NO. 200
COUNTY OF STEPHENSON, JO DAVIESS,
AND CARROLL
STATE OF ILLINOIS

ATTEST:

Secretary

BY: _____

President

WHEREAS, the aggregate amount of property taxes extended for the bond and interest purposes for 2018 was \$655,000; and it is hereby determined that the estimated amount of taxes to be levied for bond and interest purposes for 2019 is \$0.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Education, Pearl City Community Unit School District No. 200, Counties of Stephenson, Jo Daviess, and Carroll, State of Illinois, as follows:

Section 1: The aggregate amount of taxes estimated to be levied for the year 2018 was \$2,404,145.

Section 2: The aggregate amount of taxes estimated to be levied for the year 2019 does not exceed 105% of the taxes extended by district in the year 2018.

Section 3: Public notice shall be given in the The Journal Standard, being a newspaper of general circulation in said district, and a public hearing shall be held, all in the manner and time prescribed in said notice, which notice shall be published not more than 14 days nor less than 7 days prior to said hearing, and shall be not less than 1/8 page in size, with no smaller than twelve (12) point, enclosed in a black border not less than 1/4 inch wide and in substantially the following form:

**NOTICE OF PROPOSED PROPERTY TAX INCREASE FOR
PEARL CITY COMMUNITY UNIT SCHOOL DISTRICT NO. 200**

- I. A public hearing to approve a proposed property tax increase for Pearl City Community Unit School District No. 200 for 2019 will be held on December 18, 2019 at 6:20 p.m. in the high school library, 100 S. Summit, Pearl City, Illinois.

Any person desiring to appear at the public hearing and present testimony to the taxing district may contact Michael Schiffman, Supt. (815/443-2715).

- II. The corporate and special purpose property taxes extended or abated for the year 2018 were \$2,404,145.

The proposed corporate and special purpose property taxes to be levied for 2019 are \$2,796,739. This represents a 4.94% increase over the previous year.

- III. The property taxes extended for debt service and public building commission leases for 2018 were \$655,000.

The estimated property taxes to be levied for debt service and public building commission leases for 2019 are \$0. This represents a 100% decrease over the previous year.

- IV. The total property taxes extended or abated for 2018 were \$3,059,145.

The estimated total property taxes to be levied for 2019 are \$2,796,739. This represents a 17.66% decrease over the previous year.

Nikki Keltner, Secretary
Pearl City School Board

(NOTE: THIS MUST BE IN AT LEAST 12 POINT TYPE, THE BLACK BORDER MUST BE NOT LESS THAN 1/4 INCH WIDE, AND THIS NOTICE MUST BE 1/8 PAGE IN SIZE.)

Assessor Estimated EAV Report by Tax District

Stephenson County

Totals		Board of Review Abstract		New Construction	
		Value	Count	Value	Count
- Exemptions	63,136,063			Commercial	68,977
- Under Assessed	6,754,419			Farm	375,013
+ State Assessed	0			Industrial	0
Total EAV	56,385,949			Local Rail Road	0
- Trf Increment / Exzone	5,580,334			Mineral	0
Rate Setting EAV	50,805,615			Residential	121,830
				Total	565,820

Exemption Category	Commercial	Farm	Industrial	Local Rail Road	Mineral	Residential	State Rail Road	Totals
Parcel Count	Value	Count	Value	Count	Value	Count	Value	Count
Board of Review Abstract	1,860,127	74	2,207,416	5	0	735	0	1,836
- Home Improvement	0	0	0	0	0	0	0	0
- Veteran's	0	0	0	0	0	0	0	0
+ State Assessed	0	0	0	0	0	0	0	0
Total EAV	1,860,127	74	2,207,416	5	0	735	0	1,836
- Senior Assessment Freeze	0	0	0	0	0	0	0	0
- Owner Occupied	0	0	0	0	0	0	0	0
- Senior Citizen's	0	0	0	0	0	0	0	0
- Disabled Person	0	0	0	0	0	0	0	0
- Disabled Veteran	0	0	0	0	0	0	0	0
- Returning Veteran	0	0	0	0	0	0	0	0
- Natural Disaster	0	0	0	0	0	0	0	0
- General Exemption	0	0	0	0	0	0	0	0
- Vet Freeze	0	0	0	0	0	0	0	0
- Under Assessed	0	0	0	0	0	0	0	0
- E-Zone	0	0	0	0	0	0	0	0
- TIF	297,616	2	121,847	1	0	0	0	1,913,118
- Drainage	0	0	0	0	0	0	0	0
- Taxable Value	1,551,086	72	2,307,422	4	0	735	0	50,805,615

2019 LEVY CALCULATION PAGE

Limiting Rate: (Prior Year Extension x (1+Lesser of 5% or CPI))
(Total EAV - New Construction)

Limiting Rate: \$2,176%
Estimated Capped Extension: \$2,745,398.74

Consumer Price Index:	1.90%
Actual Total EAV for 2018:	\$49,961,476
Estimated % change from 2018 EAV:	3.00%
Estimated New Construction for 2019:	\$560,000
Estimated Total EAV for 2019:	\$52,020,320
Total change from prior year:	4.12%

Prior Year Extension:	Maximum Tax Rate:	Individual Fund Estimated Maximum Extension:
Educational	0.00%	\$0.00
Operations & Maintenance	0.75%	\$390,152.40
Transportation	0.00%	\$0.00
Working Cash	0.05%	\$2,6010.16
Municipal Retirement		
Social Security		
Fire Prevention & Safety *	0.10%	\$52,020.32
Tort Immunity		
Special Education	0.80%	\$416,162.56
Lensing	0.10%	\$52,020.32
	0.00%	\$0.00

Prorated Extension based on prior year extension:

Manual Override:	Balloon % input:
\$1,905,988.67	2.50%
\$21,033.34	0.75%
\$135,587.31	1.50%
\$21,948.37	
\$110,073.01	
\$116,922.75	
\$32,479.44	
\$140,237.62	
\$27,162.34	
\$33,965.89	
\$0.00	

Levy Amount:

\$1,935,698.00
\$222,691.00
\$137,621.00
\$21,948.00
\$110,073.00
\$116,923.00
\$32,479.00
\$140,238.00
\$27,162.00
\$33,966.00
\$0.00

Truth in Taxation

Capped Extension/Levy \$2,665,205.55 Capped Levy \$0.00 Levy in excess of estimated extension: \$2,796,739.00 Truth in Taxation 4.94% NO

SEDOL IMRF \$0.00

Bond and Interest: \$731,331.94

Total Extension/Levy \$3,396,537.49

SEDOL IMRF \$0.00

Bond and Interest: \$0.00

Total Levy \$2,796,739.00 -17.66%

Original: ☒ X
Amended: ☐

ILLINOIS STATE BOARD OF EDUCATION

School Business and Support Services Division

217/785-8779

CERTIFICATE OF TAX LEVY

A copy of this Certificate of Tax Levy shall be filed with the County Clerk of each county in which the school district is located on or before the last Tuesday of December.

District Name	District Number	County
Pearl City Unit School District	200	Stephenson, JoDavless, Carroll

Amount of Levy

Educational	\$ 1,953,638	Fire Prevention & Safety *	\$ 32,479
Operations & Maintenance	\$ 222,691	Tort Immunity	\$ 140,238
Transportation	\$ 137,621	Special Education	\$ 27,162
Working Cash	\$ 21,948	Leasing	\$ 33,966
Municipal Retirement	\$ 110,073		\$ 0
Social Security	\$ 116,923	Other	\$ 0
		Total Levy	\$ 2,786,739

* Includes Fire Prevention, Safety, Energy Conservation, Disabled Accessibility, School Security, and Specified Repair Purposes.

See explanation on reverse side.

Note: Any district proposing to adopt a levy must comply with the provisions set forth in the Truth in Taxation Law.

We hereby certify that we require:

the sum of 1,953,638 dollars to be levied as a special tax for educational purposes; and
the sum of 222,691 dollars to be levied as a special tax for operations and maintenance purposes; and
the sum of 137,621 dollars to be levied as a special tax for transportation purposes; and
the sum of 21,948 dollars to be levied as a special tax for a working cash fund; and
the sum of 110,073 dollars to be levied as a special tax for municipal retirement purposes; and
the sum of 116,923 dollars to be levied as a special tax for social security purposes; and
the sum of 32,479 dollars to be levied as a special tax for fire prevention, safety, energy conservation, disabled accessibility, school security and specified repair purposes; and
the sum of 140,238 dollars to be levied as a special tax for tort immunity purposes; and
the sum of 27,162 dollars to be levied as a special tax for special education purposes; and
the sum of 33,966 dollars to be levied as a special tax for leasing of educational facilities or computer technology or both, and temporary relocation expense purposes; and
the sum of 0 dollars to be levied as a special tax for _____; and
the sum of 0 dollars to be levied as a special tax for _____
on the taxable property of our school district for the year 2019

Signed this _____ day of _____ 2019

(President)

(Clerk or Secretary of the School Board of Said School District)

When any school is authorized to issue bonds, the school board shall file a certified copy of the resolution in the office of the county clerk of each county in which the district is situated to provide for the issuance of the bonds and to levy a tax to pay for them. The county clerk shall extend the tax for bonds and interest as set forth in the certified copy of the resolution, each year during the life of the bond issue. Therefore to avoid a possible duplication of tax levies, the school board should not include a levy for bonds and interest in the district's annual tax levy.

Number of bond issues of said school district that have not been paid in full

0

(Detach and Return to School District)

This is to certify that the Certificate of Tax Levy for School District No. 200, Stephenson, JoDavless, Carroll, Illinois, on the equalized assessed value of all taxable property of said school district for the year 2019 was filed in the office of the County Clerk of this County on 2019.

In addition to an extension of taxes authorized by levies made by the Board of Education (Directors), an additional extension(s) will be made, as authorized by resolution(s) on file in this office, to provide funds to retire bonds and pay interest thereon.

The total levy, as provided in the original resolution(s), for said purposes for the year 2019, is \$ _____.

(Signature of County Clerk)

(Date)

(County)

Legalization of Cannabis

One of the biggest changes in Illinois that affects school districts is the legalization of cannabis. The Ill. General Assembly enacted and amended several laws that legalize recreational use of cannabis and expand the use of medical cannabis products. The four major laws impacting the legalization of cannabis that affect school boards include:

1. The Cannabis Regulation and Tax Act (CRTA);
2. *Ashley's Law*;
3. The Compassionate Use of Medical Cannabis Program Act (Medical Cannabis Program Act (MCPA)); and
4. The Right to Privacy in the Workplace Act (RPWA).

The CRTA, 410 ILCS 705, added by P.A. 101-27, eff. 1-1-20, legalized recreational use of cannabis by individuals who are over the age of 21 in Illinois. While legalized, cannabis possession and usage is prohibited on or near school grounds or school buses. 410 ILCS 705/10-35, added by P.A. 101-27. Employers are allowed to develop zero-tolerance drug-free workplace policies (*Id.* at 10-50) and discipline their employees, including terminating them, for violating drug-free work policies (*Id.*). Many school officials may find the amendments to existing laws because of cannabis legalization confusing, so it is important to note that the CRTA only amended one section of the Compassionate Use of Medical Cannabis Pilot Program Act (Medical Cannabis Program Act (MCPA)) (410 ILCS 130/210, amended by P.A. 101-27) as it pertained to tax returns prior to the CRTA's effective date of 1-1-20. All other amendments to the MCPA that affect school districts are discussed in the MCPA section pertaining to P.A. 101-363, just after the paragraph on *Ashley's Law*, below.

Ashley's Law, 105 ILCS 5/22-33, amended by P.A. 101-370, eff. 1-1-20, originally passed into law in Illinois in 2018, has several significant amendments affecting school districts as follows:

1. Additions of school administrators and/or school nurses to the list of individuals who may administer cannabis infused products to a student who is a *registered qualifying patient* (as opposed to only registered caregiver(s) who must come to the school with the product to administer it to the student). These school employees are exempted from criminal prosecution for administering the products. They must also annually complete a training curriculum developed by the Ill. State Board of Education (ISBE) prior to the administration of a medical cannabis infused product.
2. Expansion of areas/times where school employees are allowed to administer cannabis infused products to a student which include not only administration during the school day but also while the student is on school premises, during any before or after school programming, on school buses and vehicles, and at school-sponsored activities.
3. Allowing students who are registered qualifying patients to self-administer the product if authorized by the school district, under the supervision of a school nurse

PRESS Terminology

What are the meanings of the "AP" and "E" after certain policy numbers?

The PRESS Policy Reference Manual (PRM) is an encyclopedia of sample board policies, administrative procedures, and exhibits. They are all in numerical order for easy reference. PRESS recommends that local school districts maintain separate board policy and administrative procedure manuals to help distinguish for the board, staff, students, parents, and community members, the distinction between board documents and staff documents, board work, and staff work.

Policy. The board develops policies with input from various sources like district administrators, the board attorney, and PRESS materials. The board then formally adopts the policies, often after more than one consideration.

After adoption by the board, each policy should have an adoption date.

Administrative Procedures. Administrative procedures are developed by the superintendent, administrators, and/or other district staff members. The staff develops the procedures that guide implementation of the policies. Administrative procedures are not adopted by the board, which allows the superintendent and staff the flexibility they need to keep the procedures current. PRESS sample procedures are numbered to correspond with the policies that they implement for easy reference. For example, policy 6:190's related administrative procedure is 6:190-AP.

It is important to remember that administrative procedures do not require formal board adoption and are not included in a board policy manual.

Exhibits. Both board policies and administrative procedures may have related exhibits. Exhibits provide information and forms intended to be helpful to the understanding or implementation of either a board policy or administrative procedure, and they do not require formal board adoption. PRESS sample exhibits are numbered to correspond to the related board policy or administrative procedure. For example, board policy 2:70 has a related exhibit numbered 2:70-E. Administrative procedure 7:340-AP1 has a related exhibit numbered 7:340-AP1, E.

Exhibits labeled with an "E" may provide guidance for board work or staff work. Those providing guidance for board work should be dated for implementation by the board. Those providing guidance for the staff should be dated for implementation by the administrative staff.

Administrative procedures exhibits, always labeled with the "AP, E" format should be dated for implementation by the administrative staff.

or an administrator, and when a registered qualifying student's parent/guardian provides written authorization for its use, along with a copy of the registry identification card of the student and the parent/guardian or other individuals' (*designated caregiver's*) card. The written authorization must specify the following:

- a. When the medical cannabis infused products must be administered;
- b. Where medical cannabis infused products must be stored with the school nurse at all times in a manner consistent with storage of other student medication at the school and may be accessible only by the school nurse or a school administrator; and
- c. The times where or the special circumstances under which the medical cannabis infused product must be administered.
- d. The effective dates for the school year in which the school district authorizes a student to self-administer cannabis must be renewed each subsequent school year.

The Ill. General Assembly amended the Compassionate Use of Medical Cannabis Pilot Program Act (Medical Cannabis Program Act (MCPA)), 410 ILCS 130/1, amended by P.A. 101-363 and scheduled to be repealed on 7-1-20. The MCPA, 410 ILCS 130/10(h)(1) and (1.5), amended by P.A. 101-363 and scheduled to repeal on 7-1-20, added eleven new conditions that can qualify for medical marijuana prescriptions and allows certain advanced practice nurses and physician assistants to prescribe medical marijuana, rather than solely physicians. 410 ILCS 130/57(a), amended by P.A. 101-363 and scheduled to repeal on 7-1-20, allows students to have up to three (3) rather than two (2) designated caregivers. These amendments to the MCPA are important for school officials to review because the law impacts the number of students who may become registered qualifying patients and expands the number of designated caregivers per student, which may increase the number of individuals coming in and out of schools.

Grant Requirements

The Ill. State Board of Education (ISBE) recently released three *Checklists* on its website (www.isbe.net/Pages/Audit-and-Monitoring-Review-Requirements-and-Tools.aspx) to assist districts with meeting their compliance obligations in three specific areas related to federal grant awards and State grant awards governed by the Grant Accountability and Transparency Act (GATA): 1) procurement, 2) inventory management, and 3) personally identifiable information. As part of its grant oversight function, ISBE has been conducting field testing in these three areas. The PRESS Editors collaborated with ISBE's Federal and State Monitoring Department to revise existing and develop new PRESS materials to ensure they cover the *Checklist* items for written policies and/or procedures in these areas. Please note that in addition to written policies and/or procedures, ISBE is also requiring documented evidence

Last, with the enactment of the CRTA, the Ill. General Assembly amended RPWA, 820 ILCS 55/5(b), amended by P.A. 101-27. It clarifies that employers may not discriminate against their employees for their employees' use of lawful products, which means products that are legal under Illinois law. The law also expands the term on-call, deeming employees on-call when they are scheduled with at least 24 hours' notice by their employers to be on standby or otherwise responsible for performing tasks related to their employment either at the employers' premises or other previously designated locations by their employers or supervisors to perform work-related tasks. These amendments are important for school officials to discuss with their board attorneys because cannabis is now a lawful product yet the science behind implementing ways to detect employees who are impaired by or under the influence of cannabis is behind.

The following PRESS materials make up this important bundle:

- 2:150-AP, Superintendent Committees
- 5:10, Equal Employment Opportunity and Minority Recruitment
- 5:30-AP2, Investigations
- 5:50, Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition - RENAMED
- 5:120-AP2, Employee Conduct Standards
- 5:285-AP, Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers
- 7:190, Student Behavior
- 7:240-AP1, Code of Conduct for Extracurricular Activities
- 7:270, Administering Medicines to Students
- 7:270-AP1, Dispensing Medication
- 7:270-E2, School Medication Authorization Form - Medical Cannabis
- 8:30, Visitors to and Conduct on School Property

of actual implementation – see the *Checklists* for more information. The PRESS Editors wish to thank ISBE for its continuing collaboration on these issues.

As a result, the following PRESS materials are updated or created:

- 2:100, Board Member Conflict of Interest
- 4:15, Identity Protection
- 4:15-AP2, Treatment of Personally Identifiable Information Under Grant Awards - NEW
- 4:60-AP4, Federal and State Award Procurement Procedures - RENAMED
- 4:80, Accounting and Audits
- 4:80-AP3, Inventory Management For Federal and State Awards - NEW
- 5:120, Employee Ethics; Conduct; and Conflict of Interest

Threat Assessment

As forecasted in the spring with the release of policy 4:190, *Targeted School Violence Prevention Program*, and its accompanying materials, the Ill. General Assembly passed P.A. 101-455, requiring all schools districts to:

1. Implement a threat assessment procedure, which may be part of a board's targeted school violence prevention policy, by 12-6-19.
2. Establish a threat assessment team (TAT) by February 19, 2020. Districts that are unable to establish a TAT using their own staff and resources have the option of using a regional TAT.

P.A. 101-455 also made accompanying changes to the Free-

dom of Information Act to exempt from public disclosure records of the work of the TAT, and to the School Code to allow districts to levy taxes or issue bonds if the board determines it is necessary for school security purposes and the protection and safety of students and staff.

The following PRESS materials are updated based on P.A. 101-455:

- 4:150, Facility Management and Building Programs
- 4:170, Safety
- 4:170-AP1, Comprehensive Safety and Security Plan
- 4:190, Targeted School Violence Prevention Program
- 4:190-AP2, Threat Assessment Team (TAT)

Sexual Abuse Allegations and Investigations

In response to investigative journalism in 2018 that revealed numerous incidents of sexual abuse of students at schools by school personnel, the Ill. General Assembly passed two pieces of sweeping legislation aimed at preventing such incidents from occurring and going unaddressed in the future. P.A. 101-564, eff. 1-1-20, amends the Abused and Neglected Child Reporting Act (ANCRA) by:

1. Adding 325 ILCS 5/4(a)(4) to define a subset of mandated reporters now called *education personnel*.
2. Amending 325 ILCS 5/4(j) to require that:
 - a. Mandated reporters complete initial mandated reporter training within three months of their date of engagement in a professional or official capacity as a mandated reporter and at least every three years thereafter;
 - b. Mandated reporters notify their employers and their licensing or certification board (when applicable) when training is completed;
 - c. Mandated reporter training use a specific format and content;
 - d. Authorized providers of mandated reporter training (including ISBE) be identified;
 - e. Beginning 1-1-21, mandated reporter training hours count toward ISBE continuing education requirements.

P.A. 101-531 affects the School Code by:

1. Amending 105 ILCS 5/10-21.9(a-5) and (a-6) to require checks of the Statewide Sex Offender Database and Statewide Murderer and Violent Offender Against Youth Database every five years that an individual remains employed by a district.
2. Amending 105 ILCS 5/10-21.9(e) to require the district superintendent or regional superintendent to notify the State Supt. of Education within 15 business days after receiving a record of conviction or a registration in response to a check.
3. Amending 105 ILCS 5/10-21.9(c) and (g) to require that boards consider the status of a person who has been

issued an indicated finding for child abuse/neglect as a condition of employment or student teaching.

4. Expanding the list of offenses in 105 ILCS 5/21B-80 for which an individual's educator license may be suspended or revoked, and providing that a license may be immediately suspended or an application for licensure denied when the holder is charged with attempting, conspiring, soliciting, or committing certain offenses.
5. Adding 105 ILCS 5/10-23.12(c) to define *negligent failure to report an instance of suspected child abuse or neglect* and to provide that any district employee (except for those licensed under 105 ILCS 5/21B) may be immediately dismissed for negligent failure to report.
6. Amending 105 ILCS 5/21B-75 to define *negligent failure to report an instance of suspected child abuse or neglect* and to add it to the list of reasons that the State Supt. of Education may initiate educator licensure suspension and revocation.
7. Adding 105 ILCS 5/22-85 (final citation pending), requiring that districts within a county served by an accredited Children's Advocacy Center (CAC) coordinate with the CAC when an *alleged incident of sexual abuse* – defined as sexual abuse of a student allegedly perpetrated by school personnel – is reported to DCFS.
8. Adding 105 ILCS 5/10-20.69 (final citation pending), requiring that every two years, districts within a county served by a CAC review all existing policies and procedures concerning sexual abuse investigations at schools to ensure consistency with new 105 ILCS 5/22-85 (final citation pending).

The following PRESS materials are updated:

- 3:40-E, Checklist for the Superintendent Employment Contract Negotiation Process
- 4:60, Purchases and Contracts
- 4:60-AP1, Purchases
- 4:60-AP3, Criminal History Records Check of Contractor Employee

4:175, Convicted Child Sex Offender; Screening; Notifications
 4:175-AP1, Criminal Offender Notification Laws; Screening
 5:30-AP2, Investigations
 5:90, Abused and Neglected Child Reporting
 5:100, Staff Development Program

5:125, Personal Technology and Social Media; Usage and Conduct
 5:150, Personnel Records
 5:150-AP, Personnel Records
 5:260, Student Teachers
 7:190-AP6, Guidelines for Investigating Sexting Allegations

Sexual Harassment Prohibitions

The 101st General Assembly also passed sweeping legislation to address sexual harassment in the workplace, as well as school official and employee ethics:

1. The Workplace Transparency Act, 820 ILCS 96/, added by P.A. 101-221, eff. 1-1-20, is a new law that protects employees from retaliation for making disclosures about unlawful employment practices and restricts the use of confidentiality clauses in settlement or termination agreements.
2. The Ill. Human Rights Act, 775 ILCS 5/, amended by P.A. 101-221, eff. 1-1-20:
 - a. Expands the definition of unlawful harassment to include harassment based on actual or perceived protected categories;
 - b. Expands employer liability for certain categories of nonsupervisory employees and *nonemployees* if an employer has knowledge of harassment but fails to take corrective action;
 - c. Requires annual sexual harassment prevention training for all employees; and
 - d. Requires employers to disclose to the Ill. Dept. of Human Rights (IDHR) information about adverse judgments and administrative rulings involving findings of unlawful discrimination.
5. The State Officials and Employees Ethics Act, 5 ILCS 430/70-5, amended by P.A. 101-221, requires boards to amend, by resolution, their sexual harassment policies no later than 2-9-20 to include a mechanism for reporting and independent review of sexual harassment allegations made against board members by fellow board members or other elected officials.
6. The Ill. Governmental Ethics Act, 5 ILCS 420/4A, amended by P.A. 101-221, streamlines the law requiring school official

and employees to file statements of economic interest.

7. The Victims' Economic Security and Safety Act, 820 ILCS 180/, amended by P.A. 101-221, eff. 1-1-20, now includes leave entitlement and protections for victims of *gender violence*.

Additionally, 105 ILCS 5/10-20.69 (final citation pending), added by P.A. 101-418, eff. 1-1-20, requires districts to maintain and implement an age-appropriate policy on sexual harassment that is included in the school district's student handbook, as well as on a district's website.

The following **PRESS** materials are updated:

2:100, Board Member Conflict of Interest
 2:105, Ethics and Gift Ban
 2:110, Qualifications, Term, and Duties of Board Officers
 2:250-E2, Immediately Available District Public Records and Web-Posted Reports and Records
 2:260, Uniform Grievance Procedure
 5:10, Equal Employment Opportunity and Minority Recruitment
 5:20, Workplace Harassment Prohibited
 5:20-AP, Sample Questions and Considerations for Conducting the Internal Harassment in the Workplace Investigation
 5:20-E, Resolution to Prohibit Sexual Harassment
 5:120, Employee Ethics; Conduct; and Conflict of Interest
 5:120-AP1, Statement of Economic Interests for Employees
 5:250, Leaves of Absence
 5:330, Sick Days, Vacation, Holidays, and Leaves
 7:20, Harassment of Students Prohibited
 7:180, Prevention of and Response to Bullying, Intimidation, and Harassment

Clock Hours Minimum

One of the first pieces of legislation signed into law this legislative session addressed clock hour requirements and the use of e-learning days when school facilities are closed for emergency days:

1. 105 ILCS 5/10-19.05, added by P.A. 101-12, restored the previously long-standing requirement that a full school day of attendance contain a minimum of five clock hours of instruction.
2. 105 ILCS 5/10-20.56, amended by P.A. 101-12, expanded an e-learning pilot program to all districts in the State. Districts

may now implement an e-learning program for use during emergency days when students are unable to physically attend, provided they follow the specific approval and public hearing process outlined in the law.

The following **PRESS** materials are updated:

2:20, Powers and Duties of the School Board; Indemnification
 2:20-E, Waiver and Modification Request Resource Guide
 5:200, Terms and Conditions of Employment and Dismissal
 6:20, School Year Calendar and Day
 6:150, Home and Hospital Instruction

Open Meetings Act (OMA) and Freedom of Information Act (FOIA) Amendments

The following laws and one Illinois Supreme Court case pertaining to OMA (5 ILCS 120/) and FOIA (5 ILCS 140/) impacted the PRM:

1. 5 ILCS 120/2(c)(1), amended by P.A. 101-459, expands the exceptions of OMA to include closed session discussions pertaining to contractors and/or volunteers.
2. 5 ILCS 140/7(kk), added by P.A. 101-434, eff. 1-1-20, was an Alliance legislative initiative; it exempts district credit card numbers and other financial account information from disclosure under FOIA.
3. Bd. of Ed. v. Springfield Sch. Dist. No. 186 v. Atty. Gen.

of Ill., 77 N.E. 3d 625 (Ill. 2017) (holding that before taking final action on a matter, public bodies must make a public recital containing "sufficient detail to identify the particular transaction or issue but [they] need not provide an explanation of its terms or its significance").

The following PRESS materials are updated:

- 2:200, Types of School Board Meetings
- 2:220, School Board Meeting Procedure
- 2:220-E2, Motion to Adjourn to Closed Meeting
- 2:220-E6, Log of Closed Meeting Minutes
- 2:250, Access to District Public Records

Employment: Salary History and RIF Rights

The Ill. General Assembly enacted the following legislation aimed at narrowing the gender pay gap and protecting the benefits of educational support personnel subject to a reduction-in-force:

1. 820 ILCS 112/10, amended by P.A. 101-177, prohibits an employer from screening applicants based on wage or salary history or from requiring applicants to disclose wage or salary history as a condition of employment. The law also makes it unlawful for an employer to pay an employee less because of the employee's sex or because an employee is African-American if the individual is performing substantially similar equal work as the opposite sex, or non-African American, as the case may be.
2. 105 ILCS 5/10-23.5, amended by P.A. 101-46, guarantees that educational support personnel maintain any rights accrued during their prior service if they are laid off and recalled to a vacant position within the statutory recall period.

The following PRESS materials are updated:

- 5:10, Equal Employment Opportunity and Minority Recruitment
- 5:30, Hiring Process and Criteria
- 5:30-AP1, Interview Questions
- 5:200, Terms and Conditions of Employment and Dismissal
- 5:290, Employment Termination and Suspensions

Curriculum

The Ill. General Assembly amended many School Code provisions to clarify existing instruction and curriculum requirements and add new ones. These included:

1. 105 ILCS 5/27-3.10, added by P.A. 101-254, eff. 7-1-20, requires at least one semester of civics education consistent with the Ill. Learning Standards for social science in grades 6, 7, or 8.
2. 105 ILCS 5/27-21, amended by two Public Acts:
 - a. P.A. 101-227, eff. 7-1-20, requires study of the roles and contributions of lesbian, gay, bisexual, and transgender people in the history of Illinois and the United States; and
 - b. P.A. 101-341, eff. 1-1-20, requires the study of Illinois history.
3. 105 ILCS 5/27-22(e)(3), amended by P.A. 101-464, eff. 1-1-20, clarifies that substitutions for a year of mathematics are allowed with an advanced placement computer science course.
4. 105 ILCS 5/27-23.13 (final citation pending), added by P.A. 101-152, allows districts to offer a course on hunting safety as part of the curriculum during the school day or as part of an after-school program.
5. 105 ILCS 5/27-23.13 (final citation pending), added by P.A. 101-347, eff. 1-1-20, allows workplace preparation instruction in grades 9 through 12 that covers legal protections in the workplace, including protection against sexual harassment and racial and other forms of discrimination and protections for employees.
6. 105 ILCS 5/27-24.2, amended by P.A. 101-183, eff. 1-1-20, permits districts to allow a student to take a portion of the driver education course through a distance learning course, which is determined on a case-by-case basis and must be approved by the district's administration, the student's driver's education teacher, and the student's parent/guardian.
7. Two Public Acts addressed health education:
 - a. 105 ILCS 5/27-9.1, amended by P.A. 101-579, eff. 1-1-20, details requirements for sex education; and

- b. The Critical Health Problems and Comprehensive Health Education Act, 105 ILCS 110/3, amended by P.A. 101-305, eff. 1-1-20, details requirements for comprehensive health education instruction.

The following PRESS materials are updated:

- 6:60, Curriculum Content
- 6:60-AP, Comprehensive Health Education Program
- 6:60-AP, E1, Notice to Parents/Guardians of Students Enrolled in Family Life and Sex Education Classes
- 6:180, Extended Instructional Programs

Student Health: Mental Health and Medication Administration

The following laws passed during the 101st General Assembly impact student health issues:

1. 105 ILCS 5/10-22.21b(d), added by P.A. 101-205, eff. 1-1-20, permits students to self-administer medication if they have an asthma action plan, an Individual Health Care Action Plan, an Illinois Food Allergy Emergency Action Plan and Treatment Authorization Form, Section 504 plan or IEP, provided the students have proper parent/guardian and physician authorization and the prescription label. The plans must address how emergency situations will be handled.
2. 105 ILCS 145/27, added by P.A. 101-428, permits a district to maintain a supply of undesignated glucagon in any secure location that is immediately accessible to a school nurse or delegated care aide. The supply may only be used for students with diabetes care plans.
3. 105 ILCS 5/22-33(g) (*Ashley's Law*), added by P.A. 100-660 and amended by P.A. 101-370, eff. 1-1-20, requires school boards to adopt a policy regarding the administration of a medical cannabis infused product to students who are *registered qualifying patients* under the MCEA (410 ILCS 130/, amended by P.A. 101-363), and in addition to allowing a student's delegated care aide(s) to administer it, allow a school nurse or administrator to administer it, and/or the student to self-administer. For more details, go to the discussion of *Ashley's Law* in the *Legalization of Cannabis Bundle*, above.
4. 105 ILCS 5/10-22.39, amended by P.A. 101-350, eff. 1-1-20, permits the use of the Ill. Mental Health First Aid training program to satisfy the training for licensed staff and administrators on mental illness and suicidal behavior in youth.

5. 20 ILCS 1705/76, added by P.A. 101-45, requires the Ill. Dept. of Public Health to create and maintain an online database and resource page on its website that contains mental health resources specifically geared toward school social workers, school counselors, parents, teachers, and school support personnel.
6. 105 ILCS 5/22-85 (final citation pending), added by P.A. 101-478, eff. 1-1-20, requires law enforcement officers, school resource officers, or other school security personnel to take steps to notify a student's parent/guardian and ensure that the parent/guardian or other school personnel are present during questioning if a student under 18, who is suspected of committing a criminal act, is detained and questioned on school grounds.

The following PRESS materials are updated:

- 5:100, Staff Development Program
- 6:65, Student Social and Emotional Development
- 7:150, Agency and Police Interviews
- 7:190-AP8, Student Re-Engagement Guidelines
- 7:190-E3, Memorandum of Understanding
- 7:200, Suspension Procedures
- 7:270, Administering Medicines to Students
- 7:270-AP1, Dispensing Medication
- 7:270-AP2, Checklist for District Supply of Undesignated Asthma Medication, Epinephrine Injectors, and/or Opioid Antagonists, and/or Glucagon - **RENAMED**
- 7:270-E1, School Medication Authorization Form
- 7:270-E2, School Medication Authorization Form - Medical Cannabis
- 7:290, Suicide and Depression Awareness and Prevention
- 7:290-AP, Resource Guide for Implementation of Suicide and Depression Awareness and Prevention Program

FAFSA Completion

105 ILCS 5/22-85 (final citation pending), added by P.A. 101-180, eff. 6-1-20, requires that beginning with the 2020-2021 school year, for a student to receive his/her high school diploma, his/her parent/guardian (or the student, if 18 years old or legally emancipated), must either (1) file a Free Application for Federal Student Aid (FAFSA) with the U.S. Dept. of Education or an application for State financial aid, or (2) file a waiver on an Ill. State Board of Education form indicating the parent/guardian or student understands what the FAFSA and State financial aid applications are and have chosen not to file. High schools must also provide parents/guardians and students with the support necessary to meet

this requirement. If a student cannot meet this requirement due to extenuating circumstances (as determined by the district) and the principal attests that the district made a good faith effort to assist the student or his/her parent/guardian in meeting the requirement, then the district must award the student a high school diploma if the student has otherwise met all graduation requirements. The following PRESS materials are updated:

- 6:300, Graduation Requirements
- 6:300-E2, State Law Graduation Requirements
- 6:300-E3, Form for Exemption from Financial Aid Application Completion - **NEW**

Student Records Destruction

Due to the diligent work of the Ill. Council of School Attorneys and the Ill. Statewide School Management Alliance, the Ill. School Student Records Act (ISSRA), 105 ILCS 10/4(h), amended by P.A. 101-161, allows additional methods for providing reasonable prior notice of student records destruction. Before this amendment, districts were only permitted to notify a student of the destruction schedule for his/her permanent and temporary school student records at the student's last known address. Now, notification may occur through (1) notice in the school's parent or student handbook, (2) publication in a newspaper published in the school district or, if none is published, in a newspaper of general circulation in the school district, (3) U.S. mail delivered to the last known address, or (4) other means provided the notice is confirmed to have been received.

Miscellaneous

The following PRESS materials are updated due to miscellaneous legislative, administrative rule, clean-up, and/or continuous review changes. These are also detailed in the **Revisions to Policies, Administrative Procedures, and Exhibits Table** in numerical order beginning on p. 10. The following PRESS materials are included in this catch-all bundle:

- 2:70, Vacancies on the School Board - Filling Vacancies
- 2:70-E, Checklist for Filling Board Vacancies by Appointment
- 2:250-AP2, Protocols for Record Preservation and Development of Retention Schedules
- 3:50, Administrative Personnel Other Than the Superintendent
- 4:15-AP1, Protecting the Privacy of Social Security Numbers - **RENUMBERED**
- 4:30, Revenue and Investments
- 4:40, Incurring Debt
- 4:110, Transportation
- 4:140, Waiver of Student Fees
- 5:190, Teacher Qualifications
- 5:220, Substitute Teachers
- 5:220-AP, Substitute Teachers

The following PRESS materials are updated:

- 7:50-AP, School Admissions and Student Transfers To and From Non-District Schools
- 7:340, Student Records
- 7:340-AP1, School Student Records
- 7:340-AP1, E1, Notice to Parents/Guardians and Students of Their Rights Concerning a Student's School Records
- 7:340-AP2, Storage and Destruction of School Student Records
- 7:340-AP2, E1, Letter Containing Schedule for Destruction of School Student Records

- 5:250-AP, School Visitation Leave
- 5:285-AP, Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers
- 6:15, School Accountability
- 6:170-AP2, E1, District Annual Report Card Required by Every Student Succeeds Act (ESSA)
- 6:210, Instructional Materials
- 6:270, Guidance and Counseling Program
- 6:300-E1, Application for a Diploma for a Service Member Killed in Action or for Veterans of WW II, the Korean Conflict, or the Vietnam Conflict - **RENAMED**
- 6:310, High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students
- 6:320, High School Credit for Proficiency
- 7:190-AP7, Student Discipline Guidelines
- 8:95-AP, Parental Involvement
- 8:95-E1, Letter Notifying Parents/Guardians of School Visitation Rights

Please also spend time reviewing the online PRESS Committee Worksheets for these materials, which will provide further, more on-the-spot detailed explanations in the footnotes, along with added comment boxes by the PRESS Editors when necessary.

PRESS Issue 102 Trivia

491 PRM pages • 1,109 footnotes • 132,770 words • 101 PRM materials

Revisions to Policies, Administrative Procedures, and Exhibits

Number and Title	Revision Descriptions	<input checked="" type="checkbox"/>
2:20, Powers and Duties of the School Board; Indemnification	The policy and footnotes are updated in response to 105 ILCS 5/10-23.12(c) and 105 ILCS 5/21B-75(b), respectively added and amended by P.A. 101-531, regarding board determinations that an employee has willfully or negligently failed to report suspected child abuse/neglect. Additional continuous improvement updates are made to the policy and footnotes.	<input type="checkbox"/>
2:20-E, Waiver and Modification Request Resource Guide	The exhibit is updated in response to 105 ILCS 5/10-19.05(d), added by P.A. 101-12, allowing parent-teacher conferences to count as a full day of attendance under certain configurations.	<input type="checkbox"/>
2:70, Vacancies on the School Board - Filling Vacancies	The policy and footnotes are updated. The policy is updated in response to 105 ILCS 5/10-10, amended by P.A. 101-67, eff. 1-1-20 (extending the timeline for a board to fill a member vacancy from 45 to 60 days). The footnotes are updated for the same reason, to address <i>holdover</i> incumbent board members, and for continuous improvement.	<input type="checkbox"/>
2:70-E, Checklist for Filling Board Vacancies by Appointment	The exhibit is updated in response to: <ol style="list-style-type: none"> 1. 105 ILCS 5/10-10, amended by P.A. 101-67, eff. 1-1-20, extending the timeline for a board to fill a member vacancy from 45 to 60 days. 2. 105 ILCS 5/10-10.5, amended by P.A. 100-800, requiring an at-large election proposition if a vacancy for an area of residence remains unfilled. 3. Situations in which an incumbent board member may hold over his or her seat if it went unfilled at an election. 4. Other continuous improvements. 	<input type="checkbox"/>
2:100, Board Member Conflict of Interest	The policy, Legal References, and footnotes are updated. The policy is updated with a new Federal and State Grant Awards subhead in response to the Ill. State Board of Education's <i>Procurement and Purchasing Checklist</i> and the Grant Accountability and Transparency Act (GATA) (30 ILCS 708/). The footnotes are updated for the same reasons, in response to the Ill. Governmental Ethics Act (GEA), 5 ILCS 420/, amended by P.A. 101-221, and for continuous improvement. The Legal References are updated to include GATA and in response to GEA, amended by P.A. 101-221.	<input type="checkbox"/>
2:105, Ethics and Gift Ban	The policy, Legal References, Cross References, and footnotes are updated in response to the State Officials and Employees Ethics Act, 5 ILCS 430/70-5, amended by P.A. 101-221, requiring boards to amend, by resolution, their sexual harassment policies by 2-9-20 to include a mechanism for reporting and independent review of sexual harassment allegations made against board members by elected officials. The policy includes a new subhead, Complaints of Sexual Harassment Made Against Board Members By Elected Officials . A minor style change is also made to the policy.	<input type="checkbox"/>
2:110, Qualifications, Term, and Duties of Board Officers	The policy, Legal References, and footnotes are updated for the reason specified above in 2:105, <i>Ethics and Gift Ban</i> . Additional continuous improvement changes are also made to the policy and footnotes.	<input type="checkbox"/>
2:150-AP, Superintendent Committees	The procedure and footnotes are updated as follows: <ol style="list-style-type: none"> 1. Renaming the Employee Drug-Substance Abuse Prevention Committee subhead, adding text, and amending footnotes in response to the Cannabis Regulation and Tax Act (CRTA), 410 ILCS 705/, added by P.A. 101-27 (legalizing recreation cannabis use for persons over the age of 21). 2. Adding text to the PERA (Performance Educational Reform Act) Joint Committee and the RIF (Reduction in Force) Joint Committee subhead and its footnote to address 105 ILCS 5/24A-5.5, added by P.A. 101-591, requiring districts to develop and implement a local appeals process for unsatisfactory teacher ratings by the 2020-2021 school year. 	<input type="checkbox"/>

Revisions to Policies, Administrative Procedures, and Exhibits — *continued*

2:200, Types of School Board Meetings	<p>The policy, Legal References, and footnotes are updated. The policy is updated in response to OMA, 5 ILCS 120/2(c)(1), amended by P.A. 101-459, that expanded this exception to include closed session discussions pertaining to specific individuals who serve as volunteers and/or contractors. Other policy changes delete outdated public acts.</p> <p>The footnotes are updated in response to:</p> <ol style="list-style-type: none"> 1. Ill. Educational Labor Relations Act (IELRA), 115 ILCS 5/18, amended by P.A. 100-768, an Ill. Statewide School Management Alliance initiative requested by the Ill. Council of School Attorneys (ICSA), clarifies that negotiating team strategy sessions are excluded from the application of OMA. 2. New Ill. Atty. Gen. Public Access Counselor Opinions (PAOs) 16-13 and 18-12. 3. Local Government Wage Increase Transparency Act, 50 ILCS 155/5, amended by P.A. 101-228, expands disclosable payments to also include payment for accumulated sick leave. 4. Other minor stylistic and continuous improvement updates. <p>One non-substantive change is made to the Legal References.</p>	<input type="checkbox"/>
2:220, School Board Meeting Procedure	<p>The policy and footnotes are updated. The policy is updated in response to:</p> <ol style="list-style-type: none"> 1. PRESS Advisory Board member feedback to delete or explanation from its text so that the policy text reflects the court's decision in <u>Bd. of Ed. v. Springfield Sch. Dist. No. 186 v. Atty. Gen. of Ill.</u>, 77 N.E. 3d 625 (Ill 2017)(requiring public bodies to provide in a public recital "sufficient detail to identify the particular transaction or issue but [they] need not provide an explanation of its terms or its significance"). 2. Other minor stylistic changes. <p>The footnotes are updated in response to:</p> <ol style="list-style-type: none"> 1. The policy text changes. 2. A non-binding Ill. Atty. Gen. Public Access Counselor Opinion (PAO) 2019 PAC 57660 addressing informing the public when a board member participates remotely. 3. Other non-substantive stylistic and continuous improvement updates. 	<input type="checkbox"/>
2:220-E2, Motion to Adjourn to Closed Meeting	The exhibit is updated in response to OMA, 5 ILCS 120/2(c)(1), amended by P.A. 101-459, described above in 2:200, <i>Types of School Board Meetings</i> .	<input type="checkbox"/>
2:220-E6, Log of Closed Meeting Minutes	The exhibit is updated as described above in 2:220-E2, <i>Motion to Adjourn to Closed Meeting</i> .	<input type="checkbox"/>
2:250, Access to District Public Records	The policy is unchanged. The footnotes are updated in response to FOIA, 5 ILCS 140/7(kk), added by P.A. 101-434, eff. 1-1-20, exempting district credit card numbers and other financial account information from disclosure under FOIA.	<input type="checkbox"/>
2:250-AP1, Access to and Copying of District Public Records	The exhibit is updated in response to the Personnel Records Review Act (PRRA), 820 ILCS 40/8, amended by P.A. 101-531, requiring the disclosure of personnel records related to an incident or attempted incident of sexual abuse or severe physical abuse. Additional continuous improvement updates are made to this exhibit.	<input type="checkbox"/>
2:250-AP2, Protocols for Record Preservation and Development of Retention Schedules	The exhibit is updated to clarify Personal Information Protection Act (PIPA) mandates for disposing of materials containing personal information, and procedures for management of electronic records. Additional continuous improvement updates are made to this exhibit.	<input type="checkbox"/>
2:250-E2, Immediately Available District Public Records and Web-Posted Reports and Records	The exhibit is updated in response to 105 ILCS 5.10-20.69 (final citation pending), added by P.A. 101-418, eff. 1-1-20, requiring districts to maintain and implement an <i>age-appropriate</i> policy on sexual harassment that is included in the school district's student handbook, as well as on a district's website.	<input type="checkbox"/>

Revisions to Policies, Administrative Procedures, and Exhibits — *continued*

2:260, Uniform Grievance Procedure	The policy is updated for continuous improvement. The footnotes are updated for the reason specified above in 2:105, <i>Ethics and Gift Ban</i> , and for continuous improvement.	<input type="checkbox"/>
3:40-E, Checklist for the Superintendent Employment Contract Negotiation Process	The exhibit is updated in response to: <ol style="list-style-type: none"> Ill. Pension Code, 40 ILCS 5/15-155(g), amended by P.A. 101-10, raising the cap for board contributions to the Teachers Retirement System back to 6%. 105 ILCS 5/10-21.9, amended by P.A. 101-531, modifying criminal background check requirements. Additional continuous improvement updates are made to the exhibit.	<input type="checkbox"/>
3:50, Administrative Personnel Other Than the Superintendent	The policy is unchanged. The footnotes are updated in response to 105 ILCS 5/21B-45, amended by P.A. 101-85, eff. 1-1-20, requiring professional development training to be offered on inclusive practices in the classroom as part of license renewal. Other minor stylistic changes are also made to the footnotes.	<input type="checkbox"/>
4:15, Identity Protection	The policy, Legal References, and footnotes are updated. The policy is updated with a new Treatment of Personally Identifiable Information Under Grant Awards subhead in response to the Ill. State Board of Education's <i>Checklist for Protection of Personally Identifiable Information Review</i> and the Grant Accountability and Transparency Act (GATA) (30 ILCS 708/). The footnotes are updated for the same reason, and to incorporate an amendment to PIPA, amended by P.A. 101-343, eff. 1-1-20, into the option in footnote number 4.	<input type="checkbox"/>
4:15-AP1, Protecting the Privacy of Social Security Numbers	RENUMBERED. Continuous improvement updates are made to this procedure.	<input type="checkbox"/>
4:15-AP2, Treatment of Personally Identifiable Information Under Grant Awards	NEW. The procedure is created for the reason discussed above in 4:15, <i>Identity Protection</i> .	<input type="checkbox"/>
4:30, Revenue and Investments	The policy, Legal References, and footnotes are updated in response to the Public Funds Investment Act, 30 ILCS 235/, amended by P.A. 101-473, eff. 1-1-20, requiring boards to consider sustainability factors in making investment decisions.	<input type="checkbox"/>
4:40, Incurring Debt	The policy is unchanged. The footnotes are updated in response to 105 ILCS 5/20-2, 5/20-4, and 5/20-5, amended by P.A. 101-416. Continuous improvement updates are also made to the footnotes.	<input type="checkbox"/>
4:60, Purchases and Contracts	The policy and footnotes are updated in response to: <ol style="list-style-type: none"> 105 ILCS 5/10-21.9(c), amended by P.A. 101-531, requiring boards to consider the status of a person who has been issued an indicated finding for child abuse/neglect as a condition of employment. 105 ILCS 5/21B-80(c), amended by P.A. 101-531, expanding the list of offenses for which an individual's educator license may be suspended or revoked. Additional continuous improvement updates are made to the policy and footnotes.	<input type="checkbox"/>
4:60-AP1, Purchases	The procedure, footnotes, and Legal References are updated in response to 105 ILCS 5/10-20.21(a), amended by P.A. 101-570, excepting contracts/purchases of fuel from public bidding requirements. Other footnotes and the Legal References are updated in response to 105 ILCS 5/10-21.9(c) and 105 ILCS 5/21B-80(c), amended by P.A. 101-531, for the reasons stated in 4:60, <i>Purchases and Contracts</i> , above. Additional continuous improvement updates are also made.	<input type="checkbox"/>

Revisions to Policies, Administrative Procedures, and Exhibits — *continued*

4:60-AP3, Criminal History Records Check of Contractor Employees	The procedure is updated to incorporate changes to 105 ILCS 5/10-21.9(c) and 105 ILCS 5/21B-80(c), amended by P.A. 101-531, as discussed in 4:60, <i>Purchases and Contracts</i> , above. Additional continuous improvement updates are made.	<input type="checkbox"/>
4:60-AP4, Federal and State Award Procurement Procedures	RENAMED. The procedure is updated in response to the Ill. State Board of Education's <i>Procurement and Purchasing Checklist</i> and the Grant Accountability and Transparency Act (GATA) (30 ILCS 708/).	<input type="checkbox"/>
4:80, Accounting and Audits	The policy and footnotes are updated in response to the Ill. State Board of Education's <i>Equipment and Inventory Checklist</i> and the Grant Accountability and Transparency Act (GATA) (30 ILCS 708/), and for continuous improvement. An optional new subhead, Capitalization Threshold , is added to the policy.	<input type="checkbox"/>
4:80-AP3, Inventory Management for Federal and State Awards	NEW. The procedure is created for the reasons discussed above in 4:80, <i>Accounting and Audits</i> .	<input type="checkbox"/>
4:110, Transportation	The policy is unchanged. The footnotes are updated in response to Ill. State Board of Education guidance regarding safety hazards due to criminal gang activity and other minor continuous improvements.	<input type="checkbox"/>
4:140, Waiver of Student Fees	The policy is unchanged. The footnotes are updated in response to 105 ILCS 5/2-3.155, amended by P.A. 101-227, eff. 7-1-20 (textbook block grant program).	<input type="checkbox"/>
4:150, Facility Management and Building Programs	The Legal References and footnotes are updated as follows: <ol style="list-style-type: none"> 1. A Legal Reference to 410 ILCS 35/25 is added. 2. The footnotes are updated in response to: <ol style="list-style-type: none"> a. Equitable Restrooms Act, 410 ILCS 35/25, added by P.A. 101-165, eff. 1-1-20, requiring schools to identify all single-occupancy restrooms as all-gender; and b. 105 ILCS 5/17-2.11(d), amended by P.A. 101-455, allowing districts to levy taxes or issue bonds if necessary for school security purposes. 	<input type="checkbox"/>
4:170, Safety	The policy is unchanged. The footnotes are updated in response to: <ol style="list-style-type: none"> 1. 105 ILCS 128/45, added by P.A. 101-455, requiring the establishment of a threat assessment procedure and threat assessment team. 2. 105 ILCS 128/25, amended by P.A. 101-455, requiring boards to review threat assessment team procedures during its annual meeting to review each building's emergency and crisis response plans. 3. 105 ILCS 5/10-20.69 (final citation pending), added by P.A. 101-548, allowing districts to install a door security locking means to prevent unwanted entry if certain conditions are met. 4. 105 ILCS 5/2-3.176, added by P.A. 101-413, eff. 1-1-20, making ISBE grants available to support school security improvements. 	<input type="checkbox"/>
4:170-AP1, Comprehensive Safety and Security Plan	The procedure is updated in response to 105 ILCS 128/45, added by P.A. 101-455, and 105 ILCS 5/10-20.69 (final citation pending), added by P.A. 101-548. A new Appendix B is added to illustrate the alignment of the Comprehensive Safety and Security Plan with the Targeted School Violence Prevention Program.	<input type="checkbox"/>

Revisions to Policies, Administrative Procedures, and Exhibits — *continued*

4:175, Convicted Child Sex Offender; Screening; Notifications	<p>The policy is unchanged. The footnotes are updated in response to:</p> <ol style="list-style-type: none"> 1. 105 ILCS 5/10-21.9(a-5) and (a-6), amended by P.A. 101-531, requiring checks of the Statewide Sex Offender Database and Statewide Murderer and Violent Offender Against Youth Database every five years that an individual remains employed by a district. 2. 105 ILCS 5/21.9(e), amended by P.A. 101-531, requiring the district superintendent or regional superintendent to notify the State Supt. of Education within 15 business days after receiving a record of conviction or a registration in response to one of the above-noted database checks. 3. 105 ILCS 5/21.9(c) and (g), amended by P.A. 101-531, requiring boards to consider the status of a person who has been issued an indicated finding for child abuse/neglect as a condition of employment or student teaching. 4. Code of Criminal Procedure of 1963, 725 ILCS 5/111-1(e), added by P.A. 101-521, requiring the State's Attorney to communicate with a school administrator when prosecuting a school employee for a sex offense. 	<input type="checkbox"/>
4:175-AP1, Criminal Offender Notification Laws; Screening	<p>The procedure is updated in response to:</p> <ol style="list-style-type: none"> 1. 105 ILCS 5/10-21.9(a-5), (a-6), and (e), amended by P.A. 101-531, as discussed in 4:175, <i>Convicted Child Sex Offender; Screening; Notifications</i>, above. 2. 105 ILCS 5/21B-80, added by P.A. 101-531, expanding the list of offenses for which an individual's educator license may be suspended or revoked. 	<input type="checkbox"/>
4:190, Targeted School Violence Prevention Program	<p>The policy is unchanged. The footnotes are updated in response to 105 ILCS 128/45, added by P.A. 101-455. See 4:170, <i>Safety</i>, above. A continuous improvement update is made to the Cross References.</p>	<input type="checkbox"/>
4:190-AP2, Threat Assessment Team (TAT)	<p>The procedure and its footnotes are updated in response to 105 ILCS 128/45, added by P.A. 101-455. See 4:170, <i>Safety</i>, above.</p>	<input type="checkbox"/>
5:10, Equal Employment Opportunity and Minority Recruitment	<p>The policy, Legal References, Cross References and footnotes are updated. The policy is updated in response to:</p> <ol style="list-style-type: none"> 1. Victims' Economic Security and Safety Act (VESSA), 820 ILCS 180/, amended by P.A. 101-221, eff. 1-1-20, adding gender violence to the law's protections. 2. Compassionate Use of Medical Cannabis Pilot Program Act, 410 ILCS 130/, amended by P.A. 101-363 and scheduled to repeal on 7-1-20, adding qualifying conditions for medical cannabis use. <p>In addition to the reasons listed above for the policy updates, the footnotes are updated to incorporate the creation of, or amendments to:</p> <ol style="list-style-type: none"> 1. Workplace Transparency Act, 820 ILCS 96/, added by P.A. 101-221, eff. 1-1-20, protecting employee disclosures about unlawful employment practices. 2. Illinois Human Rights Act, 775 ILCS 5/2-108, added by P.A. 101-221, eff. 1-1-20, requiring employers to disclose to the Ill. Dept. of Human Rights information about adverse judgments and administrative rulings involving findings of unlawful discrimination. 3. Ill. Equal Pay Act of 2003, 820 ILCS 112/, amended by P.A. 101-177, prohibiting employers from requesting wage or salary history from applicants or employees. 4. Reproductive Health Act, 775 ILCS 55/, added by P.A. 101-13, prohibiting State and local governments from interfering with a woman's right to make reproductive decisions. 5. 83 Fed.Reg. 65296, vacating certain employer wellness program regulations under the Americans with Disabilities Act and Genetic Information Nondiscrimination Act. <p>Additional continuous improvement updates are made to the footnotes. Corrections to the Legal References are made, and the Cross References are updated to reflect a revised policy title.</p>	<input type="checkbox"/>

Revisions to Policies, Administrative Procedures, and Exhibits — *continued*

5:20, Workplace Harassment Prohibited	<p>The policy, Legal References, and footnotes are updated. The policy is updated in response to:</p> <ol style="list-style-type: none"> 1. Ill. Human Rights Act, 775 ILCS 5/, amended by P.A. 101-221, eff. 1-1-20, (1) expanding the definition of unlawful harassment and employer liability for certain categories of employees and nonemployees, and (2) requiring annual sexual harassment prevention training for all employees. 2. Continuous improvement changes. <p>In addition to the reasons listed above for the policy updates, the footnotes are updated to incorporate the creation of or amendments to:</p> <ol style="list-style-type: none"> 1. Workplace Transparency Act, 820 ILCS 96/1-30, added by P.A. 101-221, eff. 1-1-20, restricting the use of confidentiality clauses in settlement or termination agreements. 2. State Officials and Employees Ethics Act, 5 ILCS 430/70-5, amended by P.A. 101-221, requiring boards to amend, by resolution, their sexual harassment policies to include a mechanism for reporting and independent review of sexual harassment allegations made against board members by elected officials. 3. Ill. Human Rights Act, 775 ILCS 5/2-108, added by P.A. 101-221, eff. 1-1-20, requiring employers to disclose to the Ill. Dept. of Human Rights (IDHR) information about adverse judgments and administrative rulings involving findings of unlawful discrimination. 4. FOIA, 5 ILCS 140/7.5(o), added by P.A. 101-221, eff. 1-1-20, exempting data about settlement agreements involving unlawful discrimination that must be reported to IDHR. <p>The Legal References are updated in response to 775 ILCS 5/, amended by P.A. 101-221, eff. 1-1-20 and with a correction to a case title.</p>	<input type="checkbox"/>
5:20-AP, Sample Questions and Considerations for Conducting the Internal Harassment in the Workplace Investigation	The procedure is updated in response to the Ill. Human Rights Act, 775 ILCS 5/, amended by P.A. 101-221, eff. 1-1-20, expanding the definition of unlawful harassment.	<input type="checkbox"/>
5:20-E, Resolution to Prohibit Sexual Harassment	The exhibit is updated for the reason discussed above in 2:105, <i>Ethics and Gift Ban</i> .	<input type="checkbox"/>
5:30, Hiring Process and Criteria	<p>The policy and footnotes are updated to incorporate changes made to:</p> <ol style="list-style-type: none"> 1. 105 ILCS 5/10-21.9(c) and (g), amended by P.A. 101-531, regarding indicated findings of child abuse/neglect for applicants. 2. Equal Pay Act of 2003, 820 ILCS 112/10, amended by P.A. 101-177 (prohibiting potential employers from asking applicants about salary history). 3. Continuous improvement updates throughout. <p>The footnotes are updated to note the Artificial Intelligence Video Interview Act, 820 ILCS 42/, added by P.A. 101-260, eff. 1-1-20, along with more continuous improvement updates.</p>	<input type="checkbox"/>
5:30-AP1, Interview Questions	The procedure is updated to align with the same laws discussed in 5:30, <i>Hiring Process and Criteria</i> , above.	<input type="checkbox"/>
5:30-AP2, Investigations	<p>The procedure and footnotes are updated to incorporate changes made to:</p> <ol style="list-style-type: none"> 1. 105 ILCS 5/10-21.9, amended by P.A.s 101-72, requiring checks of the Statewide Sex Offender Database and Statewide Murderer and Violent Offender Against Youth Database for substitute teachers. 2. 105 ILCS 5/10-21.9, amended by P.A. 101-531, for reasons stated in 4:175, <i>Convicted Child Sex Offender; Screening; Notifications</i>, above. <p>The Artificial Intelligence Video Interview Act, 820 ILCS 42/, added by P.A. 101-260, eff. 1-1-20, is added to the footnotes.</p>	<input type="checkbox"/>

Revisions to Policies, Administrative Procedures, and Exhibits — continued

<p>5:50, Drug- and Alcohol-Free Workplace; <u>E-Cigarette, Tobacco, and Cannabis Prohibition</u></p>	<p>RENAMED. The new text in the policy's title includes <u>E-Cigarettes</u> (PRESS Advisory Board (PAB) feedback) and <u>Cannabis</u> (Cannabis Regulation and Tax Act (CRTA), 410 ILCS 705/, added by P.A. 101-27 legalizing recreational cannabis use for persons over the age of 21). The policy, Legal References, Cross References, and footnotes are updated in response to:</p> <ol style="list-style-type: none"> 1. The CRTA, 410 ILCS 705/, added by P.A. 101-27. 2. Compassionate Use of Medical Cannabis Program Act (Medical Cannabis Program Act (MCPA)), amended by P.As. 101-27 and 101-363 and scheduled to repeal on 7-1-20 (described above in 5:10, <i>Equal Employment Opportunity and Minority Recruitment</i>). 3. The Right to Privacy in the Workplace Act (RPWA), 820 ILCS 55/5(b), amended by P.A. 101-27. 4. Changes to <i>Ashley's Law</i>, 105 ILCS 5/22-33, amended by P.A. 101-370, eff. 1-1-20. 5. The Prevention of Tobacco Use by Minors and Sale of and Distribution of Tobacco Products Act, 720 ILCS 675, amended by P.A. 101-2. 6. The regulation of e-cigarettes by the U.S. Food and Drug Administration at 21 C.F.R. Parts 1100, 1140, and 1143, amended by 81 Fed. Reg. 28973. 7. Other continuous improvement updates to the Legal References given recent current events and the impending legalization of recreational cannabis include adding the Smoke Free Illinois Act, 410 ILCS 82/, and the Code of Ethics for Illinois Educators, 23 Ill.Admin. Code Sec. 22.20. 	<input type="checkbox"/>
<p>5:90, Abused and Neglected Child Reporting</p>	<p>The policy, footnotes, and Cross References are updated in response to:</p> <ol style="list-style-type: none"> 1. Abused and Neglected Child Reporting Act, 325 ILCS 5/4(a)(4), added by P.A. 101-564, eff. 1-1-20, defining the <i>education personnel</i> subset of mandated reporters. 2. Abused and Neglected Child Reporting Act, 325 ILCS 5/4(j), amended by P.A. 101-564, eff. 1-1-20, requiring initial mandated reporter training within three months of employment and every three years after. 3. 105 ILCS 5/22-85 (final citation pending), added by P.A. 101-531, requiring that districts within a county served by an accredited Children's Advocacy Center (CAC) coordinate with the CAC when investigating an <i>alleged incident of sexual abuse</i>. 4. 105 ILCS 5/10-20.69 (final citation pending), added by P.A. 101-531, requiring districts within a county served by a CAC to review sexual abuse investigation policies and procedures to ensure consistency with new 105 ILCS 5/22-85. 5. 105 ILCS 5/10-23.12(c), added by P.A. 101-531, allowing any district employee (except for those licensed under 105 ILCS 5/21B) to be immediately dismissed for negligent failure to report suspected child abuse or neglect. 6. 105 ILCS 5/21B-75, amended by P.A. 101-531, allowing the State Supt. of Education to initiate educator licensure suspension and revocation for negligent failure to report. <p>A new subhead Alleged Incidents of Sexual Abuse; Investigations is added to the policy. The policy text adds policy 7:20, <i>Harassment of Students Prohibited</i>.</p>	<input type="checkbox"/>
<p>5:100, Staff Development Program</p>	<p>The Legal References and footnotes are updated. Legal References are updated in response to the Ill. Human Rights Act, 775 ILCS 5/2-109, added by P.A. 101-221, eff. 1-1-20, and the Seizure Smart School Act, 105 ILCS 150/, added by P.A. 101-50, eff. 7-1-20. The footnote 4 option for boards to list in-services in their policies is updated in response to:</p> <ol style="list-style-type: none"> 1. Seizure Smart School Act, 105 ILCS 150/, added by P.A. 101-50, eff. 7-1-20, requiring certain employees to take trainings in the basics of seizure recognition, first aid, and emergency protocols. 2. Ill. Human Rights Act, 775 ILCS 5/2-109, added by P.A. 101-221, eff. 1-1-20, requiring annual sexual harassment prevention training for all employees. 3. 105 ILCS 5/10-22.39, amended by P.A. 101-350, eff. 1-1-20, permitting the use of the Ill. Mental Health First Aid training program to satisfy the training for licensed staff and administrators on mental illness and suicidal behavior in youth. 4. Abused and Neglected Child Reporting Act, 325 ILCS 5/4(j), amended by P.A. 101-564, eff. 1-1-20, requiring mandated reporters to complete initial mandated reporter training within three months of employment and at least every three years after that. 	<input type="checkbox"/>

Revisions to Policies, Administrative Procedures, and Exhibits — *continued*

5:120, Employee Ethics; Conduct; and Conflict of Interest	<p>The policy, Legal References, Cross References, and footnotes are updated. The policy, Legal References, and footnotes are updated to incorporate:</p> <ol style="list-style-type: none"> 1. The Ill. State Board of Education's <i>Procurement and Purchasing Checklist</i> and the Grant Accountability and Transparency Act (GATA) (30 ILCS 708/). A new Federal and State Grant Awards subhead is added to the policy. 2. Abused and Neglected Child Reporting Act, 325 ILCS 5/4(a)(4), amended by P.A. 101-564, eff. 1-1-20, defining the <i>education personnel</i> subset of mandated reporters. 3. 105 ILCS 5/10-23.12(c), added by P.A. 101-531, defining <i>negligent failure to report</i> suspected child abuse/neglect by all district employees. 4. 105 ILCS 5/21B-75(b), amended by P.A. 101-531, defining <i>negligent failure to report</i> suspected child abuse/neglect by a teacher. 5. Ill. Human Rights Act, 775 ILCS 5/2-109, added by P.A. 101-221, eff. 1-1-20, requiring annual sexual harassment prevention training for all employees. <p>A new Cross Reference to the policy is also added.</p>	<input type="checkbox"/>
5:120-AP1, Statement of Economic Interests for Employees	The procedure is updated in response to 5 ILCS 420/4A-106.5, added by P.A. 101-221, streamlining the law requiring certain employees to file statements of economic interests.	<input type="checkbox"/>
5:120-AP2, Employee Conduct Standards	The procedure and footnotes are updated for the reasons discussed above in 5:50, <i>Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition</i> ; 5:90, <i>Abused and Neglected Child Reporting</i> ; and for the purpose of continuous improvement throughout.	<input type="checkbox"/>
5:125, Personal Technology and Social Media; Usage and Conduct	The policy is unchanged. The footnotes are updated in response to 105 ILCS 5/21B-75, amended by P.A. 101-531, allowing suspension or revocation of an educator license for abuse/neglect of a child, or willful or negligent failure to report suspected child abuse/neglect.	<input type="checkbox"/>
5:150, Personnel Records	The policy is unchanged. The footnotes are updated in response to PRRA, 820 ILCS 40/8, amended by P.A. 101-531, requiring the disclosure of personnel records related to an incident or attempted incident of sexual abuse or severe physical abuse.	<input type="checkbox"/>
5:150-AP, Personnel Records	The procedure is updated in response to PRRA, 820 ILCS 40/8, as noted above in 5:150, <i>Personnel Records</i> , as well as 820 ILCS 40/9, amended by P.A. 101-531, allowing the districts to gather records in an employee's personnel file concerning activities/associations with individuals/groups involved in physical, sexual, or other exploitation of a minor.	<input type="checkbox"/>
5:190, Teacher Qualifications	The policy is unchanged. The footnotes are updated in response to 105 ILCS 5/27-24.2, amended by P.A. 101-450, addressing qualification for contracted driver education teachers.	<input type="checkbox"/>
5:200, Terms and Conditions of Employment and Dismissal	<p>The Legal References updated in response to:</p> <ol style="list-style-type: none"> 1. 105 ILCS 5/10-19.05(a), added by P.A. 101-12, restoring the five clock hour requirement; and 2. 105 ILCS 5/10-20.6 (final citation pending). <p>The footnotes are updated in response to 105 ILCS 5/24A-5.5, added by P.A. 101-591, requiring districts to develop and implement a local appeals process for unsatisfactory teacher ratings by the 2020-2021 school year.</p>	<input type="checkbox"/>
5:220, Substitute Teachers	The policy is unchanged. A citation in the Legal References and Footnote 10 is updated. Footnote 7 is updated to reflect that due to P.A. 101-49, TRS annuitants may return to teaching in a subject shortage area until 6-30-21 (previously 6-30-19).	<input type="checkbox"/>
5:220-AP, Substitute Teachers	The procedure, footnotes, and Legal References are updated to correct citations. Footnote 4 is added in response to 105 ILCS 5/24-5, amended by P.A. 100-513, regarding evidence of freedom from communicable disease.	<input type="checkbox"/>

Revisions to Policies, Administrative Procedures, and Exhibits — *continued*

5:250, Leaves of Absence	<p>The policy, Legal References and footnotes are updated. The policy is updated to incorporate:</p> <ol style="list-style-type: none"> 1. 105 ILCS 5/24-6, previously amended by P.A. 99-173, removing the need for an advanced practice nurse to have a written collaborative agreement with a physician. 2. VESSA, 820 ILCS 180/, amended by P.A. 101-221, eff. 1-1-20, adding gender violence to the law's protections. 3. A minor continuous improvement update. <p>The footnotes are updated in response to the above and:</p> <ol style="list-style-type: none"> 1. <u>Dynak v. Bd. of Education of Wood Dale Sch. Dist. 7</u>, 2019 IL App (2d) 180551, a State appellate case finding that 105 ILCS 5/24-6 did not allow a teacher to take sick leave for birth after an intervening summer break. 2. Minor stylistic changes. <p>The Legal References are updated in response to the Service Member Employment and Reemployment Rights Act, 330 ILCS 61/, added by P.A. 100-1101.</p>	<input type="checkbox"/>
5:250-AP, School Visitation Leave	<p>The procedure is updated in response to the School Visitation Rights Act, 820 ILCS 147, amended by P.A. 101-486, eff. 8-1-20, allowing leave for school conferences, <u>behavioral meetings</u>, or classroom activities <u>academic meetings</u> related to an employee's child.</p>	<input type="checkbox"/>
5:260, Student Teachers	<p>The policy is unchanged. The footnotes are updated in response to 105 ILCS 5/10-21.9(g), amended by P.A. 101-531, requiring boards to consider the status of a person who has been issued an indicated finding for child abuse/neglect as a condition of student teaching. Additional continuous improvement changes are made.</p>	<input type="checkbox"/>
5:285, Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers	<p>The policy is unchanged. The footnotes are updated in response to:</p> <ol style="list-style-type: none"> 1. CRTA, 410 ILCS 705/, added by P.A. 101-27, eff. 1-1-20, legalizing recreational cannabis. 2. A minor style change. 	<input type="checkbox"/>
5:285-AP, Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers	<p>The procedure is updated in response to:</p> <ol style="list-style-type: none"> 1. CRTA, 410 ILCS 705/, added by P.A. 101-27, eff. 1-1-20, legalizing recreational cannabis. 2. 49 C.F.R. Part 382, Subpart C, requiring employers to conduct checks of an online federal Drug and Alcohol Clearinghouse before and during CDL drivers' employment beginning on 1-6-20. 3. Minor continuous improvements and stylistic changes. 	<input type="checkbox"/>
5:290, Employment Termination and Suspensions	<p>The policy is updated in response to 105 ILCS 5/10-23.12(c), added by P.A. 101-531, and 105 ILCS 5/21B-75(b), amended by P.A. 101-531, permitting immediate dismissal of non-licensed employees for willful or negligent failure to report an instance of suspected child abuse or neglect. The footnotes are updated to incorporate:</p> <ol style="list-style-type: none"> 1. The policy text changes. 2. 105 ILCS 5/10-23.5, amended by P.A. 101-46, guaranteeing that support personnel maintain any rights accrued during their prior service if they are laid off and recalled. <p>The Cross References are also updated.</p>	<input type="checkbox"/>

Revisions to Policies, Administrative Procedures, and Exhibits — *continued*

5:330, Sick Days, Vacation, Holidays, and Leaves	<p>The policy, Legal References, and footnotes are updated. The policy is updated in response to:</p> <ol style="list-style-type: none"> 105 ILCS 5/24-6, previously amended by P.A. 99-173, removing the need for an advanced practice nurse to have a written collaborative agreement with a physician. VESSA, 820 ILCS 180/, amended by P.A. 101-221, eff. 1-1-20, adding gender violence to the law's protections. <p>The footnotes are updated in response to:</p> <ol style="list-style-type: none"> VESSA, 820 ILCS 180/, amended by P.A. 101-221, eff. 1-1-20, adding gender violence to the law's protections. School Visitation Rights Act, 820 ILCS 147, amended by P.A. 101-486, eff. 8-1-20, allowing leave for school conferences, <u>behavioral meetings</u>, or <u>classroom activities academic meetings</u> related to an employee's child. Other minor continuous improvement and stylistic changes. <p>The Legal References are updated in response to the Service Member Employment and Reemployment Rights Act, 330 ILCS 61/, added by P.A. 100-1101.</p>	<input type="checkbox"/>
6:15, School Accountability	<p>The policy is unchanged. Footnote 7 is updated to align with changes to 105 ILCS 5/10-17a, amended by P.A. 101-68, eff. 1-1-20, regarding school report card requirements.</p>	<input type="checkbox"/>
6:20, School Year Calendar and Day	<p>The Legal References and footnotes are updated. The Legal References include 105 ILCS 5/10-19.05, amended by P.A. 101-12 (addressing minimum five clock hours to qualify as a full day of attendance). The footnotes are updated to include this and the following:</p> <ol style="list-style-type: none"> Arab American Heritage Month, 5 ILCS 490/6, amended by P.A. 100-1150. Other minor continuous improvement updates are made, including a final citation update that was not final as of PRESS Issue 99 in Nov. 2018. 	<input type="checkbox"/>
6:60, Curriculum Content	<p>The policy and footnotes are updated. The policy is updated as follows:</p> <ol style="list-style-type: none"> Civics education in 105 ILCS 5/27-3.10, added by P.A. 101-254, eff. 7-1-20 (requiring at least one semester of civics education in accordance with the Ill. Learning Standards for social science in grades 6, 7, or 8). Addition of a sentence regarding examples of behaviors that violate policy 7:180, <i>Prevention of and Response to Bullying, Intimidation, and Harassment</i>. Additions to the text of paragraph 13's history topics to reflect 105 ILCS 5/27-21, amended by P.A. 101-227, eff. 7-1-20 (requiring study of the roles and contributions of lesbian, gay, bisexual, and transgender (LGBT) people in the history of Ill. and the U. S.); and 105 ILCS 5/27-21, amended by P.A. 101-341, eff. 1-1-20 (requiring study of Ill. history). Other stylistic and continuous improvement updates. <p>The footnotes are updated with case law regarding the Pledge of Allegiance clarifications and options regarding new laws as follows:</p> <ol style="list-style-type: none"> 105 ILCS 5/27-3.10, added by P.A. 101-254, eff. 7-1-20, is added to clarify that school districts may use private funding for civics education. 105 ILCS 5/27-24.2, amended by P.A. 101-183, eff. 1-1-20, is added to clarify that a school district may decide to allow a student to take a portion of the driver education course through a distance learning course, which is determined on a case-by-case basis and must be approved by the district's administration, the student's driver's education teacher, and the student's parent/guardian. 105 ILCS 5/27-22(e)(3), amended by P.A. 101-464, eff. 1-1-20, is added for clarity to explain that substitutions of an advanced placement computer science course for a year of mathematics are allowed. An option for boards that do not receive E-rate funds, but want to exceed the requirements of the 105 ILCS 5/27-13.3 to include grades K-2 is added. An option is added for boards to consider including a sentence on workplace preparation instruction in grades 9 through 12 that covers legal protections in the workplace, including protection against sexual harassment and racial and other forms of discrimination and protections for employees is provided pursuant to 105 ILCS 5/27-23.13 (final citation pending), added by P.A. 101-347, eff. 1-1-20. An option is added for boards to consider including a course on hunting safety as part of its curriculum during the school day. 105 ILCS 5/27-23.13 (final citation pending), added by P.A. 101-152. 	<input type="checkbox"/>

Revisions to Policies, Administrative Procedures, and Exhibits — *continued*

6:60-AP, Comprehensive Health Education Program	<p>The footnotes are updated in response to:</p> <ol style="list-style-type: none"> 105 ILCS 110/3, amended by P.A. 101-305, eff. 1-1-20, detailing requirements for comprehensive health education instruction. 105 ILCS 5/27-9.1, amended by P.A. 101-579, eff. 1-1-20, detailing requirements for sex education. <p>Additional continuous improvement updates are made to the procedure and footnotes.</p>	<input type="checkbox"/>
6:60-AP, E1, Notice to Parents/Guardians of Students Enrolled in Family Life and Sex Education Classes	<p>The exhibit is unchanged. The footnotes are updated to incorporate changes to 105 ILCS 5/27-9.1, amended by P.A. 101-579, eff. 1-1-20, detailing requirements for sex education.</p>	<input type="checkbox"/>
6:65, Student Social and Emotional Development	<p>The policy is unchanged. The footnotes are updated in response to the following laws:</p> <ol style="list-style-type: none"> 20 ILCS 1705/76, added by P.A. 101-45, eff. 1-1-20 (requiring the Ill. Dept. of Public Health to create and maintain an online Mental Health Database and Resource page on its website with mental health resources). 305 ILCS 5/5-5.23(g), added by P.A. 101-461, eff. 1-1-20 (creating a Family Support Program (FSP) in the Dept. of Healthcare and Family Services, which was the former Individual Care Grant program, to enable early treatment of youth, emerging adults, and transition-age adults with a serious mental illness or serious emotional disturbance). 	<input type="checkbox"/>
6:150, Home and Hospital Instruction	<p>The policy and footnotes are updated in response to 105 ILCS 5/14-13.01(a-5), amended by P.A. 100-863, clarifying that a written statement is needed from medical personnel to obtain home or hospital instruction.</p>	<input type="checkbox"/>
6:170-AP2, E1, District Annual Report Card Required by Every Student Succeeds Act (ESSA)	<p>The procedure is updated to align with changes made to the district's annual report card requirement under the Every Student Succeeds Act by Pub.L. 115-224.</p>	<input type="checkbox"/>
6:180, Extended Instructional Programs	<p>The policy is unchanged. The footnotes are updated in response to 105 ILCS 5/27-23.13 (final citation pending), added by P.A. 101-152, which allows districts to offer a course on hunting safety as part of an after school program.</p>	<input type="checkbox"/>
6:210, Instructional Materials	<p>The policy is unchanged. Footnote 6 is updated to incorporate changes to 105 ILCS 5/28, amended by P.A. 101-17.</p>	<input type="checkbox"/>
6:270, Guidance and Counseling Program	<p>The policy is unchanged. The footnotes are updated to reflect 105 ILCS 5/10-22.24b, amended by P.A. 101-290, (requiring that counseling services include discussion of all post-secondary education options, including four-year colleges or universities, community colleges, and vocational schools).</p>	<input type="checkbox"/>
6:300, Graduation Requirements	<p>The policy and footnotes are updated in response to:</p> <ol style="list-style-type: none"> 105 ILCS 5/22-85 (final citation pending), eff. 6-1-20, requiring students to complete a FAFSA application, a state aid application, or an ISBE waiver form to graduate. 105 ILCS 5/22-27, amended by P.A. 101-131, to allow districts to award a diploma to a service member killed in action. <p>The footnotes are also updated to reflect changes to graduation requirements related to:</p> <ol style="list-style-type: none"> The State Seal of Biliteracy, 105 ILCS 5/2-3.159, amended by P.A. 101-503, eff. 1-1-20. Math courses, 105 ILCS 5/27-22, amended by P.A. 101-464, eff. 1-1-20. The State's final accountability assessment, 105 ILCS 5/2-3.64a-5, amended by P.A.s 100-7 and 100-1046. 	<input type="checkbox"/>

Revisions to Policies, Administrative Procedures, and Exhibits — *continued*

6:300-E1, Application for a Diploma for a <u>Service Member Killed in Action</u> or for Veterans of WW II, the Korean Conflict, or the Vietnam Conflict	RENAMED. The exhibit is updated to align with changes to 105 ILCS 5/22-27, amended by P.A. 101-131, to allow districts to award a diploma to a service member killed in action.	<input type="checkbox"/>
6:300-E2, State Law Graduation Requirements	The exhibit is updated to reflect changes to graduation requirements related to math courses and FAFSA completion, as discussed in 6:300, <i>Graduation Requirements</i> , above.	<input type="checkbox"/>
6:300-E3, Form for Exemption from Financial Aid Application Completion	NEW. The exhibit is created to facilitate compliance with the FAFSA completion requirement, as discussed in 6:300, <i>Graduation Requirements</i> , above.	<input type="checkbox"/>
6:310, High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students	The policy is unchanged. Footnotes are updated in response to: <ol style="list-style-type: none"> 1. U.S. Dept. of Education (DOE) guidance on providing transition services to high school students who have individualized education programs. 2. 105 ILCS 5/2-3.175, renumbered by P.A. 101-81. 3. 105 ILCS 5/27-22(e)(3), amended by P.A. 101-464, eff. 1-1-20, allowing certain substitutions for students taking advanced placement computer science options. 4. 23 Ill.Admin.Code §1.425(e)(2), clarifying limits for substituting physical education course requirements with interscholastic or extracurricular athletic programs. 	<input type="checkbox"/>
6:320, High School Credit for Proficiency	The policy is unchanged. Footnote 1 is updated to align with State Seal of Biliteracy requirements under 105 ILCS 5/2-3.159, amended by P.A. 101-503, eff. 1-1-20.	<input type="checkbox"/>
7:20, Harassment of Students Prohibited	The policy, Cross References, and footnotes are updated. The policy and footnotes are updated in response to: <ol style="list-style-type: none"> 1. 105 ILCS 5/10-20.69 (final citation pending), added by P.A. 101-418, eff. 1-1-20, requiring districts to maintain and implement an <i>age-appropriate</i> policy on sexual harassment that is included in the school district's student handbook, as well as on a district's website. 2. 105 ILCS 5/10-20.69 (final citation pending) and 105 ILCS 5/22-85 (final citation pending), added by P.A. 101-531, for reasons stated in 5:90, <i>Abused and Neglected Child Reporting</i>, above. <p>A Cross Reference to policy 5:90 is added to ensure a coordinated response to alleged incidents of sexual abuse of a student by school personnel.</p>	<input type="checkbox"/>
7:50-AP, School Admissions and Student Transfers To and From Non-District Schools	The procedure is updated in response to 105 ILCS 10/4(h), amended by P.A. 101-161, allowing additional methods for providing prior notice of student records destruction. Additional continuous improvement updates are made to the procedure and Legal References.	<input type="checkbox"/>
7:150, Agency and Police Interviews	The policy, footnotes, Legal References, and Cross References are updated in response to 105 ILCS 5/22-85 (final citation pending), added by P.A. 101-478, eff. 1-1-20, prescribing preconditions to the interview of a student at school by a law enforcement officer, school resource officer, or other school security personnel when the student is suspected of criminal wrongdoing. Footnote 1 is supplemented with February 2019 guidance from the Privacy Technical Assistance Center regarding school law enforcement units and the Family Educational Rights and Privacy Act (FERPA).	<input type="checkbox"/>
7:180, Prevention of and Response to Bullying, Intimidation, and Harassment	The policy, Cross References, and footnotes are updated. The policy and footnotes are updated to include reference to 7:315, <i>Restrictions on Publications; High Schools</i> , for high school and unit districts. The footnotes are also updated in response to 105 ILCS 5/2-3.176, added by P.A. 101-438 (safe and healthy learning grant). A new Cross Reference is added.	<input type="checkbox"/>

Revisions to Policies, Administrative Procedures, and Exhibits — *continued*

7:240-AP1, Code of Conduct for Extracurricular Activities	<p>The procedure and footnotes are updated in response to:</p> <ol style="list-style-type: none"> 1. The regulation of e-cigarettes by the U.S. Food and Drug Administration at 21 C.F.R. Parts 1100, 1140, and 1143, amended by 81 Fed. Reg. 28973. 2. The CRTA, 410 ILCS 705/, added by P.A. 101-27. 3. Compassionate Use of Medical Cannabis Program Act (Medical Cannabis Program Act (MCPA)), amended by P.As. 101-27 and 101-363 and scheduled to repeal on 7-1-20 (described above in 5:10, <i>Equal Employment Opportunity and Minority Recruitment</i>). 4. Changes in <i>Ashley's Law</i>, 105 ILCS 5/22-33, amended by P.A. 101-370, eff. 1-1-20. 5. Other continuous improvement and stylistic updates are made. 	<input type="checkbox"/>
7:270, Administering Medicines to Students	<p>The policy, Legal References, Cross References, and footnotes are updated. The policy is updated in response to:</p> <ol style="list-style-type: none"> 1. 105 ILCS 5/10-22.21b(d), added by P.A. 101-205, eff. 1-1-20 requiring Emergency Action Plans for each student who wishes to self-administer medication and addressing liability, indemnification, and hold harmless provisions. 2. 105 ILCS 145/27, added by P.A. 101-428, which permits a district to maintain a supply of undesignated glucagon in any secure location that is immediately accessible to a school nurse or delegated care aide. 3. 105 ILCS 5/22-33(g) (<i>Ashley's Law</i>), added by P.A. 100-660 and amended by P.A. 101-370, eff. 1-1-20 requiring school boards to adopt a policy regarding the administration of a medical cannabis infused product to students who are qualifying registered patients under the Compassionate Use of Medical Cannabis Program Act, 410 ILCS 130/, amended by P.A. 101-363 and scheduled to repeal on 7-1-20, and in addition to allowing a student's delegated care aide(s) to administer it, allow a school nurse or administrator to administer it, and/or the student him or herself. 4. Other continuous improvement and stylistic updates. <p>The footnotes are updated in response to the laws detailed in the policy. The Legal References are updated in response to 105 ILCS 145/, added by P.A. 101-428 (undesignated glucagon) and the Compassionate Use of Medical Cannabis Pilot Program Act 410 ILCS 130/, amended by P.A. 101-363 and scheduled to repeal on 7-1-20.</p>	<input type="checkbox"/>
7:270-AP1, Dispensing Medication	The procedure and Legal References are updated to align with the same laws discussed in 7:270, <i>Administering Medicines to Students</i> , above.	<input type="checkbox"/>
7:270-AP2, Checklist for District Supply of Undesignated Asthma Medication, Epinephrine Injectors, Opioid Antagonists, and/or Glucagon	RENAMED. The procedure is updated to align with the same laws discussed in 7:270, <i>Administering Medicines to Students</i> , above, except for the cannabis-related laws.	<input type="checkbox"/>
7:270-E1, School Medication Authorization Form	The exhibit is updated to align with the same laws discussed in 7:270, <i>Administering Medicines to Students</i> , above, except for the cannabis-related laws.	<input type="checkbox"/>
7:270-E2, School Medication Authorization Form - Medical Cannabis	The procedure is updated to align with the cannabis-related laws discussed in 7:270, <i>Administering Medicines to Students</i> , above.	<input type="checkbox"/>
7:290, Suicide and Depression Awareness and Prevention	<p>The policy is unchanged. The footnotes are updated in response to:</p> <ol style="list-style-type: none"> 1. 105 ILCS 5/10-22.39, amended by P.A. 101-350, as discussed in 5:100, <i>Staff Development Program</i>, above. 2. ISBE suicide prevention resources. 3. Other continuous improvement and stylistic updates are made. 	<input type="checkbox"/>

Revisions to Policies, Administrative Procedures, and Exhibits — *continued*

7:290-AP, Resource Guide for Implementation of Suicide and Depression Awareness and Prevention Program	The procedure is updated with ISBE suicide prevention resources, and other continuous improvement and stylistic updates are made.	<input type="checkbox"/>
7:340, Student Records	The policy is unchanged. Footnotes are updated in response to: 1. February 2019 guidance from the Privacy Technical Assistance Center regarding school law enforcement units and FERPA. 2. 105 ILCS 10/4(h), amended by P.A. 101-161, as discussed in 7:50-AP, <i>School Admissions and Student Transfers To and From Non-District Schools</i> , above.	<input type="checkbox"/>
7:340-AP1, School Student Records	The procedure is updated in response to: 1. 105 ILCS 10/4(h), amended by P.A. 101-161, as discussed in 7:50-AP, <i>School Admissions and Student Transfers To and From Non-District Schools</i> , above. 2. 105 ILCS 10/2(f), amended by P.A. 101-515, placing related service logs in the student temporary record. 3. ISBE military recruitment access guidance. 4. Other continuous improvement updates.	<input type="checkbox"/>
7:340-AP1, E1, Notice to Parents/Guardians and Students of Their Rights Concerning a Student's School Records	The exhibit and Footnote 3 are updated in response to 105 ILCS 10/2(f), amended by P.A. 101-515, as discussed in 7:340-AP1, <i>School Student Records</i> . Other continuous improvement and stylistic updates are made.	<input type="checkbox"/>
7:340-AP2, Storage and Destruction of School Student Records	The procedure is updated in response to 105 ILCS 10/4(h), amended by P.A. 101-161, as discussed in 7:50-AP, <i>School Admissions and Student Transfers To and From Non-District Schools</i> , above. Other continuous improvement and stylistic updates are made.	<input type="checkbox"/>
7:340-AP2, E1, Letter Containing Schedule for Destruction of School Student Records	The exhibit is updated in response to 105 ILCS 10/4(h), amended by P.A. 101-161, as discussed in 7:50-AP, <i>School Admissions and Student Transfers To and From Non-District Schools</i> , above. Other continuous improvement and stylistic updates are made.	<input type="checkbox"/>
8:30, Visitors to and Conduct on School Property	The policy, Legal References, Cross References, and footnotes are updated in response to: 1. The CRTA, 410 ILCS 705/, added by P.A. 101-27; 2. Compassionate Use of Medical Cannabis Program Act (Medical Cannabis Program Act (MCPA)), amended by P.As. 101-27 and 101-363 and scheduled to repeal on 7-1-20; 3. Changes to <i>Ashley's Law</i> , 105 ILCS 5/22-33, amended by P.A. 101-370, eff. 1-1-20; 4. Continuous improvement clarifications to footnotes 20 and 21 regarding the text of the policy purposefully being broader than 105 ILCS 5/24-24, and requiring the board to provide hearings when ejecting persons from <i>both</i> school events and meetings with instructions for boards that wish to narrow the policy text; 5. Continuous improvement suggestions from PRESS subscribers and the PRESS Advisory Board (PAB) to align with 105 ILCS 5/27-23.7; and 6. Stylistic changes are made to the Legal References.	<input type="checkbox"/>
8:95-AP, Parental Involvement	The procedure is updated in response to 105 ILCS 5/10-22.31, amended by P.A. 101-164, requiring a district to provide notice to parents/guardians if it intends to withdraw from a special education cooperative.	<input type="checkbox"/>
8:95-E1, Letter Notifying Parents/Guardians of School Visitation Rights	The exhibit is updated for the reason explained above in 5:250-AP, <i>School Visitation Leave</i> .	<input type="checkbox"/>

