

EVANSVILLE COMMUNITY SCHOOL DISTRICT

POLICY COMMITTEE MINUTES

The Policy Committee meeting was held Tuesday, May 17, 2016, at 6:00 pm in the District Office Conference Room.

Committee Members Present: Melissa Hammann and Jane Oberdorf.

Approve April 19, 2016, Minutes: Motion by Ms. Oberdorf, seconded by Ms. Hammann, moved to approve the April 19, 2016, minutes as presented. Motion carried, 2-0 (voice vote).

Review Process: Ms. Hammann shared a revised handout on the District Policy Review Process and discussed. The updated revised document to be shared with the Board for review and adoption.

Review and Determine Administrative Rules Numbering: Ms. Hammann shared her suggested recommendations on rule numbering of policies. Committee suggests that Administrative Rule policies will be numbered after the policy associated with the rule. Committee will discuss with the Board about the change of Administrative Rule numbering.

Policies to update as suggested Rule in title:

- Policy #343.1 Rule (was #343.11) – Student Class Selection and Schedule Changes, Administrative Rules Evansville High School
- Policy #343.2 Rule (new policy) – Class Size Guidelines, Administrative Rule
- Policy #343.3 Rule (was #343.31)– Online Learning/Virtual School Program, Administrative Rule
- Policy #347 Rule (was #347.1) – Procedures for the Maintenance and Confidentiality of Student Records
- Policy #457 Rule (was #457.1) – Suicide Prevention Procedures, Administrative Rule
- Policy #733 Rule (was #733.1) – Energy Conservation, Administrative Rule

Policy #361.3-Form – Use of Multi-Media Materials, Administrative Rule – Discussion. This policy should not include Administrative Rule in the title, as policy is a Form.

Other possible policies that should be changed to Administrative Rules:

- #361.3 Rule (was #361.3) – Use of Multi-Media Materials, Administrative Rule
- #445 Rule (was #455.1) – Procedures for Conducting Student Law Enforcement/Social Service Interviews on School Premises, Administrative Rule
- #512 Rule (was #511.1) – Employee Discrimination Complaint Procedures, Administrative Rule
- #526.1 Rule (was #526.2) – Employee Remediation Procedure, Administrative Rule
- #527.2 Rule (was #527.3) – Employee Grievance Procedures, Administrative Rule
- #690 Rule (was #690) – School Properties Disposal Procedure, Administrative Rule
- #771 Rule (was #771.1) – Steps for Obtaining Permission to Copyright, Administrative Rule
- #823 Rule (was #823) – Open Records Policy and Procedures for Access to Public Records, Administrative Rule

Old Business – Policies to Review

Policy #411 – Equal Educational Opportunities – Suggested revisions by Ms. Hammann discussed. Policy to be updated with suggested changes and go to the Administrative Team for review/discussion and then the Board for a first reading.

Policy #411.1 – Student Nondiscrimination/Harassment – Suggested revisions by Ms. Hammann discussed, including the change in title to Prohibition of Student Bullying, Discrimination and Harassment. Policy to be updated with suggested changes and go to the Administrative Team for review/discussion and then the Board for a first reading.

Policy #411.4 Form – Bullying Report – Policy reviewed and discussed. No changes. Policy to go to the Administrative Team for review/discussion and then the Board for a first reading.

Policy #411.11 – Equal Educational Opportunities, Student Discrimination Complaint Procedures – Suggested revisions by Ms. Hammann discussed, including the change in title, removing Equal Educational Opportunities, and making this policy #411.1 Rule. Policy to be updated as suggested and go to the Administrative Team for review/discussion and then the Board for a first reading.

Policy #411.2 – Harassment on School Bus – Suggested revisions by Ms. Hammann discussed, including the change in title to Prohibition of Harassment on School Bus. Policy to be updated as suggested and go to the Administrative Team for review/discussion and then the Board for a first reading.

Policy #411.3 – Complaint Procedures – Suggested by Ms. Hammann to remove policy as would be replaced by #411.1 Rule. Policy to go to the Administrative Team for review/discussion and then the Board for a first reading.

Policy #411.4 – Student Bullying – Suggested revisions by Ms. Hammann discussed, including the change in title to Prohibition of Student Bullying. Policy to be updated as suggested and go to the Administrative Team for review/discussion and then the Board for a first reading.

Policy #411.4 Form – Bullying Report – Policy reviewed and discussed. No suggested changes. Policy to go to the Administrative Team for review/discussion and then the Board for a first reading.

New Business – Policies to Review

Policy #731 – Buildings and Grounds Access and Security – Policy reviewed and discussed to possibly remove as is covered in #830. Policy to go to CSI Committee, Facilities & Operations, for review and direction and then back to Policy Committee.

Policy #731.1 – Electronic Surveillance of Public Areas of School Buildings – Ms. Hammann suggested adding to the title, And District Property. Policy reviewed and discussed. Policy to go to CSI Committee, Facilities & Operations, for review and direction and then back to Policy Committee.

Policy #731.2 – Presence in School Buildings/On Grounds – Suggested revisions by Ms. Hammann. Policy reviewed and discussed. Policy to go to CSI Committee, Facilities & Operations, for review and direction and then back to Policy Committee.

Policy #731.3 – Privacy in Locker Rooms – Policy reviewed and discussed. Policy to go to CSI Committee, Facilities & Operations, for review and direction and then back to Policy Committee.

Set Date of Next Meeting and Agenda: The next meeting will be Tuesday, July 26, 2016, at 6:00 pm in the District Office Conference Room. Ms. Hammann and Ms. Mosher will determine policies to review.

Adjourn: Motion by Ms. Oberdorf, seconded by Ms. Hammann, moved to adjourn the meeting. Motion carried, voice vote. Meeting adjourned at 6:55 pm.

Submitted by Kelly Mosher, Deputy Clerk

Approved: _____ Dated: _____ Approved: 7/26/16
Melissa Hammann, Chair