

LINCOLNWOOD SCHOOL DISTRICT 74  
BOARD OF EDUCATION  
POLICY COMMITTEE MEETING AGENDA  
FRIDAY, JANUARY 20, 2023 AT **8:30 AM**

BOARD OF EDUCATION  
Kevin Daly, *President*  
Rupal Shah Mandal, *Vice President*  
John P. Vranas, *Secretary*  
Myra A. Foutris  
Elaina Geraghty  
Jay Oleniczak  
Peter D. Theodore

ADMINISTRATION  
Dr. David L. Russo, *Superintendent of Schools*  
Dr. Dominick M. Lupo, *Assistant Superintendent for Curriculum and Instruction*  
Courtney Whited, *Business Manager/CSBO*

*Agenda of the Policy Committee Meeting of the Board of Education of Lincolnwood School District 74,  
Cook County, Illinois, to be held in the Marvin Garlich Administration Building  
6950 N. East Prairie Road  
Lincolnwood, Illinois 60712,  
on Friday, January 20, 2023.*

*IN-PERSON PARTICIPATION: It is expected that all members of the Policy Committee, plus several administrators, will be physically present at the Marvin Garlich Administration Building located at 6950 N. East Prairie Road, Lincolnwood, IL. The public is welcome.*

1. CALL TO ORDER/ROLL CALL

POLICY COMMITTEE MEMBERS

Rupal Shah Mandal (BOE), Chair  
Myra A. Foutris (BOE), Co-Chair  
Becky Klinghofer, Community Member  
Aaron M. LaRue, Community Member  
Melissa Theodore, Community Member

ADMINISTRATOR/STAFF

Dr. David L. Russo, Superintendent of Schools  
Renee Tolnai, Administrative Assistant

2. AUDIENCE TO VISITORS

3. APPROVAL OF MINUTES

- a. Policy Committee Meeting Minutes - **DECEMBER 16, 2022**

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Motion by member: \_\_\_\_\_ Seconded by: \_\_\_\_\_

4. OLD BUSINESS

- a. Press Plus Issue #110 November 2022  
I. Draft Update  
1. 4:140 Waiver of Student Fees

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5. NEW BUSINESS

- a. Press Plus Issue #110 November 2022  
I. Draft Updates

1. 6:255 Assemblies and Ceremonies
2. 6:260 Complaints About Curriculum, Instructional Materials, and Programs
3. 6:340 Student Testing and Assessment Program
4. 7:100 Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students
5. 7:180 Prevention of and Response to Bullying, Intimidation, and Harassment
6. 7:250 Student Support Services
7. 7:285 Anaphylaxis Prevention, Response, and Management Program
8. 7:290 Suicide and Depression Awareness and Prevention
9. 7:340 Student Records

II. Draft Updates - Rewritten

1. 5:120 Employee Ethics; Code of Professional Conduct; and Conflict of Interest

III. Review and Monitoring

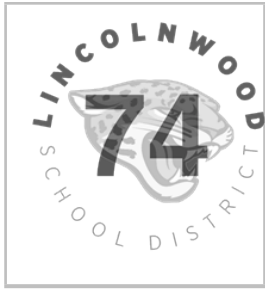
1. 3:10 Goals and Objectives
2. 4:55 Use of Credit and Procurement Cards
3. 2:150 Committees
4. 2:250 Access to District Public Records
5. 5:170 Copyright
6. 5:190 Certification
7. 5:260 Student Teachers
8. 6:130 Program for the Gifted
9. 6:270 Guidance and Counseling Program

6. ADJOURNMENT

Motion by member: \_\_\_\_\_ Seconded by: \_\_\_\_\_

***Dr. David L. Russo, Superintendent of Schools***

*Lincolnwood School District 74 is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of this meeting or facility, are requested to contact the District Office at 847-675-8234 promptly to allow Lincolnwood School District 74 to make reasonable accommodations for those persons.*



LINCOLNWOOD SCHOOL DISTRICT 74  
BOARD OF EDUCATION  
Policy Committee Meeting Minutes  
Friday, December 16, 2022 at **8:30 AM**

BOARD OF EDUCATION  
**Kevin Daly**, *President*  
**Rupal Shah Mandal**, *Vice President*  
**John P. Vranas**, *Secretary*  
**Myra A. Foutris**  
**Elaina Geraghty**  
**Jay Oleniczak**  
**Peter D. Theodore**

ADMINISTRATION  
**Dr. David L. Russo**, *Superintendent of Schools*  
**Dr. Dominick M. Lupo**, *Assistant Superintendent for Curriculum and Instruction*  
**Courtney Whited**, *Business Manager/CSBO*

*Minutes of the Policy Committee Meeting of the Board of Education of Lincolnwood School District 74,  
Cook County, Illinois, was held in the Marvin Garlich Administration Building  
6950 N. East Prairie Road  
Lincolnwood, Illinois 60712,  
on Friday, December 16, 2022.*

1. CALL TO ORDER/ROLL CALL

Chair Shah-Mandal called the December 16, 2022 Policy Committee meeting to order at 8:32 a.m.

POLICY COMMITTEE MEMBERS

Rupal Shah Mandal (BOE), Chair  
Myra A. Foutris (BOE), Co-Chair  
Melissa Theodore, Community Member

POLICY COMMITTEE MEMBERS NOT PRESENT

Becky Klinghofer, Community Member  
Aaron M. LaRue, Community Member

ADMINISTRATOR/STAFF

Dr. David L. Russo, Superintendent of Schools  
Renee Tolnai, Administrative Assistant

2. AUDIENCE TO VISITORS

None

3. APPROVAL OF MINUTES

a. Policy Committee Meeting Minutes - **JULY 15, 2022**

A motion was made, seconded and passed to approve the July 15, 2022 Policy Committee meeting minutes.

4. OLD BUSINESS

None

5. NEW BUSINESS

a. New Press Plus Issue #110 (November 2022)

I. Draft Updates

1. 4:10 Fiscal and Business Management

The Committee sent this policy to the January 12, 2023 Lincolnwood School District 74 Board of Education meeting Consent Agenda.

2. 5:20 Workplace Harassment Prohibited

The Committee sent this policy to the January 12, 2023 Lincolnwood School District 74 Board of Education meeting Consent Agenda.

3. 6:15 School Accountability  
The Committee sent this policy to the January 12, 2023 Lincolnwood School District 74 Board of Education meeting Consent Agenda.
4. 6:20 School Year Calendar and Day  
The Committee sent this policy to the January 12, 2023 Lincolnwood School District 74 Board of Education meeting Consent Agenda.
5. 6:50 School Wellness  
The Committee sent this policy to the January 12, 2023 Lincolnwood School District 74 Board of Education meeting Consent Agenda.
6. 6:60 Curriculum Content  
The Committee sent this policy to the January 12, 2023 Lincolnwood School District 74 Board of Education meeting Consent Agenda.
7. 6:65 Student Social and Emotional Development  
The Committee sent this policy to the January 12, 2023 Lincolnwood School District 74 Board of Education meeting Consent Agenda.
8. 7:50 School Admissions and Student Transfers To and From Non-District Schools  
The Committee sent this policy to the January 12, 2023 Lincolnwood School District 74 Board of Education meeting Consent Agenda.
9. 7:70 Attendance and Truancy  
The Committee sent this policy to the January 12, 2023 Lincolnwood School District 74 Board of Education meeting Consent Agenda.
10. 2:100 Board Member Conflict of Interest  
The Committee sent this policy to 1<sup>st</sup> Reading on the January 12, 2023 Lincolnwood School District 74 Board of Education meeting agenda.
11. 2:105 Ethics and Gift Ban  
The Committee sent this policy to the January 12, 2023 Lincolnwood School District 74 Board of Education meeting Consent Agenda.
12. 2:210 Organizational Board of Education Meeting  
The Committee sent this policy to the January 12, 2023 Lincolnwood School District 74 Board of Education meeting Consent Agenda.
13. 2:265 Title IX Sexual Harassment Grievance Procedure  
The Committee sent this policy to the January 12, 2023 Lincolnwood School District 74 Board of Education meeting Consent Agenda.
14. 4:140 Waiver of Student Fees  
The Committee kept this policy in Committee for further discussion after legal review.
15. 4:165 Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors  
The Committee sent this policy to the January 12, 2023 Lincolnwood School District 74 Board of Education meeting Consent Agenda.

16. 5:220 Substitute Teachers

The Committee sent this policy to 1<sup>st</sup> Reading on the January 12, 2023 Lincolnwood School District 74 Board of Education meeting agenda.

17. 5:250 Leaves of Absence

The Committee sent this policy to 1<sup>st</sup> Reading on the January 12, 2023 Lincolnwood School District 74 Board of Education meeting agenda.

18. 5:280 Duties and Qualifications

The Committee sent this policy to 1<sup>st</sup> Reading on the January 12, 2023 Lincolnwood School District 74 Board of Education meeting agenda.

19. 5:320 Evaluation

The Committee sent this policy to the January 12, 2023 Lincolnwood School District 74 Board of Education meeting Consent Agenda.

20. 5:330 Sick Days, Vacation, Holidays, and Leaves

The Committee sent this policy to 1<sup>st</sup> Reading on the January 12, 2023 Lincolnwood School District 74 Board of Education meeting agenda.

21. 6:250 Community Resource Persons and Volunteers

The Committee sent this policy to the January 12, 2023 Lincolnwood School District 74 Board of Education meeting Consent Agenda.

6. ADJOURNMENT

A motion was made, seconded and passed to adjourn the Policy Committee meeting at 9:03 a.m. The next Policy Committee meeting is scheduled for Friday, January 20, 2023 at 8:30 a.m. The public is welcome.

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Rupal Shah Mandal, Chair

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Myra A. Foutris, Co-chair

# Document Status: Draft Update

## Operational Services

### 4:140 Waiver of Student Fees

The Superintendent will recommend to the Board for adoption what fees, if any, will be charged for the use of textbooks, consumable materials, extracurricular activities, and other school fees. Students will pay  fines  for loss of school books or other school-owned materials.

Fees for textbooks , other instructional materials, ~~and driver education~~, as well as  fines for the loss or damage of school property <sup>PRESSPlus1</sup> are waived for students who meet the eligibility criteria for a  fee  waiver contained in this policy. In order that no student be denied educational services or academic credit due to the inability of parents/guardians to pay  student fees and fines  ~~and charges~~, the Superintendent will recommend to the Board for adoption what additional fees  and fines , if any, the District will waive for students who meet the eligibility criteria for  fee  waiver. ~~Students receiving a fee waiver are not exempt from charges for lost and damaged books, locks, materials, supplies, and equipment.~~

#### Notification

The Superintendent shall ensure that  a notice of waiver applicability is provided to parents/guardians with every bill for fees and/or fines ,<sup>PRESSPlus2</sup> and that applications for  fee  waivers are widely available and distributed according to State law and Ill. State Board of Education (ISBE) rule, and that provisions for assisting parents/guardians in completing the application are available.

#### Eligibility Criteria

A student shall be eligible for a  fee and fine  waiver when:

1. The student currently lives in a household that meets the  same income  ~~free lunch or breakfast eligibility~~ guidelines, with the same limits based on household size, that are used for the  free meals program  ~~established by the federal government pursuant to the National School Lunch Act, 42 U.S.C. §1758; 7 C.F.R. Part 245 et seq.;~~ or
2.  The student's parents/guardians are veterans or active-duty military personnel with income at or below 200% of the federal poverty line ,<sup>PRESSPlus3</sup> or ~~The student or student's family is currently receiving aid under Article IV of The Illinois Public Aid Code (Aid to Families with Dependent Children).~~
3.  The student is homeless, as defined in the McKinney-Vento Homeless Assistance Act (42 U.S.C. §11434a) ,<sup>PRESSPlus4</sup>

The Superintendent or designee will give additional consideration when  re  one or more of the following factors are present:

- Illness in the family;
- Unusual expenses such as fire, flood, storm damage, etc.;
- Seasonal unemployment;
- Emergency situations;
- When one or more of the parents/guardians are involved in a work stoppage.

## Verification

The Superintendent or designee shall establish a process for determining a student's eligibility for a waiver of fees and fines in accordance with State law requirements must follow the verification requirements of 7 C.F.R. 245.6a when using the free lunch or breakfast eligibility guidelines pursuant to The National School Lunch Act as the basis for waiver of the student's fee(s). [PRESSPlus5](#)

If a student receiving a waiver is found to be no longer eligible during the school year, the Superintendent or designee shall notify the student's parent/guardian and charge the student a prorated amount based upon the number of school days remaining in the school year.

## Determination and Appeal

The Superintendent or designee will notify the parent(s)/guardian(s) promptly as to whether the fee waiver request has been granted or denied. The denial of a fee waiver request may be appealed to the Superintendent by submitting the appeal in writing to the Superintendent within 14 days of the denial. The Superintendent or designee shall respond within 14 days of receipt of the appeal. The Superintendent's decision may be appealed to the School Board. The decision of the Board is final and binding.

Questions regarding the fee waiver request process should be addressed to the Building Principal's office.

## LEGAL REF.:

[42 U.S.C. §11434a, McKinney-Vento Homeless Assistance Act.](#)

105 ILCS 5/10-20.13, 5/10-22.25, 5/27-24.2, and 5/28-19.2.

[23 Ill.Admin.Code §1.245](#) [may contain unenforceable provisions].

CROSS REF.: 4:130 (Free and Reduced-Price Food Services), [6:140 \(Education of Homeless Children\)](#)

ADOPTED: September 10, 2002

REVISED: September 5, 2013

REVIEWED: December 2, 2021

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## **PRESSPlus Comments**

PRESSPlus 1. Updated in response to 105 ILCS 5/10-20.13, amended by P.A. 102-805, eff. 1-1-23, requiring districts to waive fees and fines, including fines for the loss of school property, for all eligible students. While districts are only required to waive fines for the *loss* of school property and not the *damage* of school property, this policy extends fine waivers to both for ease of implementation and to encourage students to return school property even if damaged (instead of claiming property is lost to avoid a fine). **Issue 110, October 2022**

PRESSPlus 2. Required by 105 ILCS 5/10-20.13(b), as amended by P.A. 102-805, eff. 1-1-23. **Issue 110, October 2022**

PRESSPlus 3. Updated in response to 105 ILCS 5/10-20.13, amended by P.A. 102-1032. 105 ILCS

5/10-20.13(b), as amended by P.A. 102-1032, does not specify whether the *income* at or below 200% of the federal poverty line is the household income or solely the income of the veteran/active-duty military parent/guardian. Consult the board attorney for guidance. **Issue 110, October 2022**

PRESSPlus 4. Updated in response to 105 ILCS 5/10-20.13(b), amended by P.A. 102-805, eff. 1-1-23, adding homeless children and youth as students eligible for fee and fine waivers.

See also non-regulatory guidance at [www.isbe.net/Documents/guidance\\_reg.pdf](http://www.isbe.net/Documents/guidance_reg.pdf), which states that students who are homeless, migrant, in foster care, runaway, or participating in Head Start are categorically eligible for school fee waivers. **Issue 110, October 2022**

PRESSPlus 5. For districts that establish an application process that is completely independent of a student's application for, eligibility for, or participation in the federal free meals program, see sample exhibit 4:140-E1, *Application for Fee Waiver*. For districts that tie the application process to the federal free meals program application and only ask for *verification* in accordance with the meals program, see sample exhibit 4:140-E2, *Application for Fee Waiver Based on Federal Free Meals Program*. The sample exhibits are available at **PRESS** Online by logging in at [www.iasb.com](http://www.iasb.com). **Issue 110, October 2022**

## Press Plus Issue #110 November 2022 - Policy Committee Meeting 12/16/22

### 1. Action to be taken:

CONSENT

1st READING

STAY IN COMMITTEE

### 2. Policy Committee to Determine:

Adopt as Presented

Adopt with Additional District Edits

Not Adopt (change "reviewed" date)



# Document Status: Draft Update

## Instruction

### 6:255 Assemblies and Ceremonies

Assemblies must be approved by the Building Principal and Administrative Team, and be consistent with the District's educational objectives.

While ~~the~~ the District respects an individual's brief, quiet, personal religious observance(s), [PRESSPlus1](#) it shall not endorse or otherwise promote invocations, benedictions, and group prayers at any school assembly, ceremony, or other school-sponsored activity.

LEGAL REF.:

[Lee v. Weisman](#), 505 U.S. 577 (1992).

[Santa Fe Independent Sch. Dist. v. Doe](#), 530 U.S. 290 (2000).

[Kennedy v. Bremerton Sch. Dist.](#), 142 S.Ct. 2407 (2022).

[Jones v. Clear Creek Independent Sch. Dist.](#), 930 F.2d 416 (5th Cir. 1991), *cert. granted, judgement vacated*, 505 U.S. 1215 (1992), *remand*, 977 F.2d 963, *reh'g denied*, 983 F.2d 234 (5th Cir. 1992), and *cert. denied*, 508 U.S. 967 (1993).

CROSS REF.: 6:70 (Teaching About Religion), 6:80 (Teaching About Controversial Issues)

ADOPTED: September 10, 2002

REVISED: August 5, 2021

REVIEWED: August 5, 2021

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### PRESSPlus Comments

PRESSPlus 1. Updated in response to [Kennedy v. Bremerton Sch. Dist.](#), 142 S.Ct. 2407 (2022), where the Supreme Court held that a football coach had a right to pray on the 50-yard line after games, even though still on duty, because he was engaged in a "brief, quiet, personal religious observance doubly protected by the Free Exercise and Free Speech Clauses of the First Amendment." Consult the board attorney if considering a policy or practice of prohibiting employees from engaging in private prayer in the presence of students. **Issue 110, October 2022**

## Press Plus Issue #110 November 2022 - Policy Committee Meeting 1/20/23

### 1. Action to be taken:

CONSENT

1st READING

STAY IN COMMITTEE

### 2. Policy Committee to Determine:

Adopt as Presented

Adopt with Additional District Edits

Not Adopt (change "reviewed" date)







































