

**Oak Park and River Forest High School
201 North Scoville Avenue
Oak Park, IL 60302**

**POLICY COMMITTEE MEETING
April 15, 2008**

A Policy Committee meeting was held on Tuesday, April 15, 2008, in the Board Room of the Oak Park and River Forest High School. Dr. Lee called the meeting to order at 9:42 a.m. Committee members present were Jacques A. Conway, Valerie J. Fisher, Dr. Ralph H. Lee, and Dr. Dietra D. Millard (departed at 10:01 a.m.). Also present were Dr. Attila J. Weninger, Superintendent; Jason Edgecombe, Assistant Superintendent for Human Resources; and Gail Kalmerton, Executive Assistant/Clerk of the Board.

Visitors included Kay Foran, Community Relations and Communications Coordinator and James Paul Hunter, F.S.E.C. Chair.

Acceptance of Policy Committee Minutes of March 15, 2008

It was the consensus of the Policy Committee members to accept the minutes of the March 15, 2008 meeting, as presented.

Agenda Order

Dr. Lee noted that at last month's committee meeting, there was a discussion on how time should be allocated for the Policy Committee. He had asked Policy Committee members to forward their suggestions as to the amount of time that should be spent on policy issues, as a Board.

He had incorporated those suggestions into a procedural proposal and presented it to the Committee. He asked for discussion and/or questions regarding the proposal and noted that it was his hope that the Committee would adopt these procedures or a modification of the procedures.

Mr. Rigas felt they were great ideas. Dr. Millard concurred, but was still a bit confused as to how one would know in advance if it were an editorial change or a change of substance. Dr. Lee responded that it would first be interpreted by Mr. Edgecombe and then the Policy Chair. Should someone disagree, the policy could be pulled from one section of the agenda and placed on another part of the agenda. He continued that if a policy were pulled off one section of the agenda, e.g., pulled from being an editorial change to being a substantive change, etc., he would request that written suggestions be submitted to the Chair prior to the next meeting.

Ms. Fisher liked the proposal, noting, that it was orderly, but the real reason it was difficult for the Committee to keep control of time had to do with Board of Education members not restricting themselves from continuing to ask follow-up questions. She asked that there be a limit placed on the number of questions a Board of Education member could ask in a meeting with direction to speak directly with the administrator in charge of the issue. That will only

happen when there is an agreement amongst the Board of Education not to ask micro-managing questions. The Chair of the meeting is not always able to control the number of questions and the Chair needs the tools to deal with the problem as described. Ms. Fisher hoped the same would happen in Finance and Instruction, in terms of the Chair having the tools available to move on.

It was the consensus of the Policy Committee members to accept the procedures, as follows:

Policy Committee Procedures

- A. All proposals for new policies or changes in existing policies will be sent in writing to the designated Administrator before noon on the Tuesday which is two weeks prior to the regular Policy Committee meeting.
- B. The Administrator will propose an agenda to the committee chair, by the following Tuesday, which will clearly "tag" proposed policy changes as "new" or "editorial revisions only," or "revisions of substance," as well as whether the given policy or policy change is up for first or second reading.
- C. The Policy Committee Chair will respond to the Administrator by Thursday noon on the ordering of the agenda to be published to the public, and put in board packets for Friday night distribution.
- D. The committee chair, as a first order of business, will entertain requests from any board member to change the status of policy changes from "editorial revisions only" to "revisions of substance." Such policy changes will be immediately withdrawn from the agenda, and will be taken up at a later meeting of the Policy Committee. Upon request by the Superintendent, the committee chair may consider taking up the change at the same meeting, and may insert consideration of this policy on the same day's agenda as a "revision of substance."
- E. The time deadlines given above should be treated as normal expectations, and not as legal deadlines that are used as technical determinants of whether or not a given policy change can be considered.

Consideration of Policies for First Reading

Policy 104, Philosophy of Grading

It was the consensus of the Policy Committee members to recommend to the Board of Education that it approve Policy 104, Philosophy of Grading, for second reading and action at its regular April meeting, as presented.

It was noted that there were editorial changes with more extensive wording, which did not alter the meaning of the policy.

While not an issue for this policy at this time, some Committee members asked that the superintendent clarify the issue of uniformity in grading at another time.

Policy 1120, Access to Public Records

It was the consensus of the Policy Committee members to recommend to the Board of Education that it approve Policy 1120, Access to Public Records, for second reading and action at its regular April meeting, as presented.

The changes presented were editorial in nature.

Policy 1125, School Auxiliary Organizations

It was the consensus of the Policy Committee members to recommend to the Board of Education that it approve Policy 1125, School Auxiliary Organizations, for second reading and action at its regular April meeting, as presented.

Dr. Lee noted that the substantive change in the policy was that it would now incorporate the names of the approved auxiliary organizations and that there were minor editorial changes.

Policy 1130, Use of Mailboxes and Mailing Privileges

It was the consensus of the Policy Committee members to recommend to the Board of Education that it approve Policy 1130, Use of Mailboxes and Mailing Privileges, for second reading and action at its regular April meeting, as presented.

Dr. Lee noted that the substantive change in the policy was the deletion of the names of the auxiliary organizations, which were now included in Policy 1125, School Auxiliary Organizations.

Discussion ensued regarding mailings rules and this will be discussed again in the future. Committee members felt that the rules should apply equally across the board to all auxiliary organizations.

Adjournment

The Policy Committee adjourned at 10:17 a.m. on April 15, 2008.