



LINCOLNWOOD SCHOOL
DISTRICT 74
BOARD OF EDUCATION
Policy Committee Meeting
AGENDA
Friday, September 22, 2023 at
8:30 AM

BOARD OF EDUCATION
Kevin Daly, *President*
Rupal Shah Mandal, *Vice President*
John P. Vranas, *Secretary*
Maxie Boynton
Myra A. Foutris
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, September 22, 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.

The August 25, 2023 Policy Committee meeting was canceled due to lack of quorum.

Community members Mr. Aaron LaRue and Ms. Becky Klinghofer both retired from the Policy Committee. The District thanks them both for their time and efforts on behalf of Lincolnwood School District 74.

1. CALL TO ORDER/ROLL CALL
POLICY COMMITTEE MEMBERS

Rupal Shah Mandal (BOE), Chair
Myra A. Foutris (BOE), Co-Chair
Maxie Boynton (BOE)
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 - **APRIL 21, 2023** 3
Motion by member: _____ Seconded by: _____
- b. Policy Committee Meeting Minutes - **JULY 21, 2023** 6
Motion by member: _____ Seconded by: _____

4. OLD BUSINESS

- a. 3rd Reading/Adoption of Policy (*sent back to Committee for further discussion at June 1, 2023
Lincolnwood School District 74 Board of Education meeting*)
- I. Press Plus Issue #111 March 2023 1
1. Draft Updates

(1) 6:230 Library Media Program

9

b. Press Plus Issue #112 June 2023

I. Draft Updates

1. 5:230 Maintaining Student Discipline

13

II. Review and Monitoring

1. 8:25 Advertising and Distributing Materials in Schools Provided by Non-School Related Entities

15

5. NEW BUSINESS

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, April 21, 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*

*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, April 21, 2023.*

1. CALL TO ORDER/ROLL CALL

Chair Shah Mandal called the April 21, 2023 Policy Committee meeting to order at 8:34 a.m. and roll call was taken.

POLICY COMMITTEE MEMBERS

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

POLICY COMMITTEE MEMBERS NOT PRESENT

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 - **FEBRUARY 17, 2023**

A motion was made, seconded and passed to approve the February 17, 2023 Policy Committee meeting minutes.

4. OLD BUSINESS

a. Press Plus Issue #110 November 2022

I. Draft Updates

1. 6:260AP – Responding to Complaints About Curriculum, Instructional Materials, and Programs (Legal Draft Redline)

Prior to putting the Administrative Procedure in place, the Committee asked the Administrative team to confirm with Legal Counsel about which stakeholders are allowed to make a Curricular, Instructional and/or Program objection.

5. NEW BUSINESS

a. Press Plus Issue #111 March 2023

I. Draft Updates

1. 4:60 Purchases

The Committee sent the policy to 1st Reading on the May 4, 2023 Lincolnwood School District 74 Board of Education agenda.

2. 5:30 Hiring Process and Criteria

The Committee sent the policy to 1st Reading on the May 4, 2023 Lincolnwood School District 74 Board of Education agenda.

3. 5:90 Abused and Neglected Child Reporting

The Committee sent the policy to 1st Reading on the May 4, 2023 Lincolnwood School District 74 Board of Education agenda.

4. 8:20 Community Use of School Facilities

The Committee sent this policy to the May 4, 2023 Lincolnwood School District 74 Board of Education Consent Agenda with a change of Review Date to May 4, 2023.

5. 2:110 Qualifications, Term, and Duties of Board Officers

The Committee sent this policy to the May 4, 2023 Lincolnwood School District 74 Board of Education Consent Agenda with a change of Review Date to May 4, 2023.

6. 5:125 Personal Technology and Social Media; Usage and Conduct

The Committee sent this policy to the May 4, 2023 Lincolnwood School District 74 Board of Education Consent Agenda with a change of Review Date to May 4, 2023.

7. 5:150 Personnel Records

The Committee sent the policy to 1st Reading on the May 4, 2023 Lincolnwood School District 74 Board of Education agenda.

8. 5:260 Student Teachers

The Committee sent this policy to the May 4, 2023 Lincolnwood School District 74 Board of Education Consent Agenda with a change of Review Date to May 4, 2023.

9. 6:135 Accelerated Placement Program

The Committee sent the policy to 1st Reading on the May 4, 2023 Lincolnwood School District 74 Board of Education agenda.

10. 6:230 Library Media Program

The Committee sent the policy to 1st Reading on the May 4, 2023 Lincolnwood School District 74 Board of Education agenda.

11. 6:260 Complaints About Curriculum, Instructional Materials, and Programs

The Committee sent the policy to 1st Reading on the May 4, 2023 Lincolnwood School District 74 Board of Education agenda.

II. Draft Update - Rewritten

1. 3:40-E Exhibit - Checklist for the Superintendent Employment Contract Negotiation Process

Prior to putting the Administrative Procedure in place, the Committee asked the Administrative team to confer with

Legal Counsel to review to what extent Superintendent Dr. David Russo's current contract matches the checklist spelled out in the Exhibit for Policy 3:40.

III. Review and Monitoring

1. 4:40 Incurring Debt

The Committee sent this policy to the May 4, 2023 Lincolnwood School District 74 Board of Education Consent Agenda with a change of Review Date to May 4, 2023.

2. 8:70 Accommodating Individuals with Disabilities

The Committee sent this policy to the May 4, 2023 Lincolnwood School District 74 Board of Education Consent Agenda with a change of Review Date to May 4, 2023.

3. 5:285 Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers

The Committee sent this policy to the May 4, 2023 Lincolnwood School District 74 Board of Education Consent Agenda with a change of Review Date to May 4, 2023.

4. 6:210 Instructional Materials

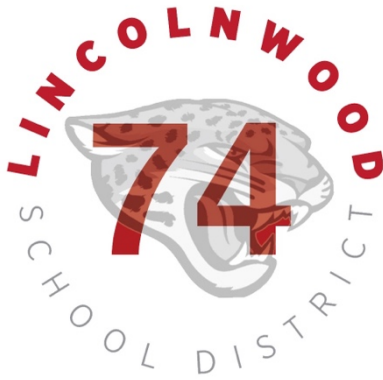
The Committee sent this policy to the May 4, 2023 Lincolnwood School District 74 Board of Education Consent Agenda with a change of Review Date to May 4, 2023.

6. ADJOURNMENT

A motion was made, seconded and passed to adjourn the Policy Committee meeting at 8:52 a.m. The next Policy Committee meeting is scheduled for Friday, May 19, 2023. The public is welcome.

Rupal Shah Mandal, Chair

Myra A. Foutris, Co-chair



LINCOLNWOOD SCHOOL DISTRICT
74
BOARD OF EDUCATION
Policy Committee Meeting Minutes
Friday, July 21, 2023 at **8:30 AM**

BOARD OF EDUCATION
Kevin Daly, *President*
Rupal Shah Mandal, *Vice President*
John P. Vranas, *Secretary*
Maxie Boynton
Myra A. Foutris
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, July 21, 2023*

1. CALL TO ORDER/ROLL CALL

Chair Shah Mandal called the Policy Committee meeting to order at 8:35 a.m. Roll call was taken and a quorum was not present. No formal recommendations would be taken, but Committee members continued with discussion.

POLICY COMMITTEE MEMBERS

Rupal Shah Mandal (BOE), Chair
Maxie Boynton (BOE)
Melissa Theodore, Community Member

POLICY COMMITTEE MEMBERS NOT PRESENT

Becky Klinghofer, Community Member
Aaron M. LaRue, Community Member
Myra A. Foutris (BOE), Co-chair

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 - **APRIL 21, 2023**

The Policy Committee members in attendance did not take any action relative to the April 21, 2023 meeting minutes due to the lack of a quorum.

4. OLD BUSINESS

a. Press Plus Issue #111 March 2023

I. Draft Update - Rewritten

1. 3:40-E Exhibit - Checklist for the Superintendent Employment Contract Negotiation Process
The Committee members in attendance directed the Administration to keep 3:40- Exhibit as written.

b. Policy

- I. 3rd Reading/Adoption of Policy *(sent back to Committee for further discussion at June 1, 2023 Lincolnwood School District 74 Board of Education meeting)*

1. Press Plus Issue #111 March 2023

- (1) Draft Updates

- (1) 6:230 Library Media Program

The Committee members in attendance kept this "In Committee" for further discussion and District Legal clarification on how State monies would be impacted if the District does not accept the American Library Association's (ALA) Bill of Rights.

5. NEW BUSINESS

- a. Press Plus Issue #112 June 2023

- I. Draft Updates

1. 4:45 Insufficient Fund Checks and Debt Recovery

The Committee members in attendance support moving this policy to the August 3, 2023 Lincolnwood School District 74 Board of Education Consent Agenda for approval.

2. 2:170 Procurement of Architectural, Engineering, and Land Surveying Services

The Committee members in attendance support moving this policy to the August 3, 2023 Lincolnwood School District 74 Board of Education Consent Agenda for approval.

3. 4:100 Insurance Management

The Committee members in attendance support moving this policy to the August 3, 2023 Lincolnwood School District 74 Board of Education Consent Agenda for approval.

4. 5:230 Maintaining Student Discipline

This policy has been added to the next Policy Committee agenda because there was no attachment included.

5. 7:305 Student Athlete Concussions and Head Injuries

The Committee members in attendance support moving this policy to the August 3, 2023 Lincolnwood School District 74 Board of Education Consent Agenda for approval.

II. Review and Monitoring

1. 6:10 Educational Philosophy and Objectives

The Committee members in attendance support moving this policy to the August 3, 2023 Lincolnwood School District 74 Board of Education Consent Agenda for approval.

2. 2:80 Board Member Oath and Conduct

The Committee members in attendance support moving this policy to the August 3, 2023 Lincolnwood School District 74 Board of Education Consent Agenda for approval.

3. 8:25 Advertising and Distributing Materials in Schools Provided by Non-School Related Entities

This policy has been added to the next Policy Committee agenda because there was no attachment included.

4. 8:95 Parental Involvement

The Committee members in attendance support moving this policy to the August 3, 2023 Lincolnwood School District 74 Board of Education Consent Agenda for approval.

5. 6:190 Extracurricular and Co-Curricular Activities

The Committee members in attendance support moving this policy to the August 3, 2023 Lincolnwood School District 74 Board of Education Consent Agenda for approval.

6. 6:240 Field Trips

The Committee members in attendance support moving this policy to the August 3, 2023 Lincolnwood School District 74 Board of Education Consent Agenda for approval.

7. 7:275 Orders to Forgo Life-Sustaining Treatment

The Committee members in attendance support moving this policy to the August 3, 2023 Lincolnwood School District 74 Board of Education Consent Agenda for approval.

Superintendent Russo reported that previously reviewed Policies 6:260 and 2:260 should keep the “Community Members” language of each policy and any attached Administrative Procedures/Exhibits per District Legal’s recommendation.

6. ADJOURNMENT

The Committee members in attendance stated their support to adjourn the Policy Committee meeting at 9:00 a.m. The next Policy Committee meeting will be held Friday, August 25, 2023 at 8:30 a.m. The public is welcome.

Rupal Shah Mandal, Chair

~~Myra A. Foutris, Co-chair~~
Maxie Boynton, Board Member

Press Plus Issue #111 March 2023 - Policy Committee Meeting 4/21/23

- at the 6/1/23 BOE meeting Secretary Vranas sent this back to the Policy Committee for further review.

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)

4/21/23 Policy Committee Meeting - - at the 6/1/23 BOE meeting Secretary Vranas sent this back to the Policy Committee for further review.

LINCOLNWOOD SCHOOL DISTRICT 74 \ SECTION 6 - Instruction \

Document Status: Draft Update

Instruction

6:230 Library Media Program

The Superintendent or designee shall manage the District's library media program to comply with, (1) State law and Ill. State Board of Education (ISBE) rule, and (2) the following standards:

1. The program includes an organized collection of resources available to students and staff to supplement classroom instruction, foster reading for pleasure, enhance information literacy, and support research, as appropriate to students of all abilities in the grade levels served.
2. Financial resources for the program's resources and supplies are allocated to meet students' needs.
3. Students in all grades served have equitable access to library media resources.
4. The advice of an individual who is qualified according to ISBE rule is sought regarding the overall direction of the program, including the selection and organization of materials, provision of instruction in information and technology literacy, and structuring the work of library paraprofessionals.
5. Staff members are invited to recommend additions to the collection.
6. Students may freely select resource center materials as well as receive guided selection of materials appropriate to specific, planned learning experiences.
7. The program is guided by the principles of the American Library Association's *Library Bill of Rights* and its interpretation for school libraries. [PRESSPlus1](#)

Parents/guardians, employees, and community members who believe that library media program resources violate rights guaranteed by any law or Board policy may file a complaint using Board policy 2:260, *Uniform Grievance Procedure*. [PRESSPlus2](#)

The Superintendent or designee shall establish criteria consistent with this policy for the review of objections. Parents/guardians, employees, and community members with suggestions or complaints about library media program resources may complete a *Library Media Resource Objection Form*. The Superintendent or designee shall inform the parent/guardian, employee, or community member, as applicable, of the District's decision. [PRESSPlus3](#)

LEGAL REF:

[23 Ill.Admin.Code §1.420\(o\)](#).

CROSS REF.: 6:60 (Curriculum Content), 6:170 (Title I Programs), 6:210 (Instructional Materials)

ADOPTED: December 2, 2008

REVISED:

REVIEWED: September 6, 2018

PRESSPlus Comments

PRESSPlus 1. Optional. The American Library Association's (ALA) *Library Bill of Rights* includes the following:

1. Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation.
2. Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.
3. Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.
4. Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas.
5. A person's right to use a library should not be denied or abridged because of origin, age, background, or views.
6. Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.
7. All people, regardless of origin, age, background, or views, possess a right to privacy and confidentiality in their library use.
8. Libraries should advocate for, educate about, and protect people's privacy, safeguarding all library use data, including personally identifiable information.

See <https://www.ala.org/advocacy/intfreedom/librarybill> and its interpretation for school libraries at: <https://www.ala.org/advocacy/intfreedom/librarybill/interpretations/accessresources>. The ALA's interpretation of its *Library Bill of Rights* acknowledges that the educational level and program of the school necessarily shape the resources and services of a school library, but it states that the principles of the *Library Bill of Rights* apply equally to all libraries, including school libraries. **Issue 111, March 2023**

PRESSPlus 2. Limiting the scope of complainants in this policy to parents/guardians, employees, and community members aligns with sample policy 2:260, *Uniform Grievance Procedure*. **Issue 111, March 2023**

PRESSPlus 3. Updated in response to subscriber and Ill. Council of School Attorneys member feedback regarding management of library book challenges. The issue of school library book removals is an unsettled area of law that is often litigated; consult the board attorney for advice regarding challenges to school library books or other library resources. In the only U.S. Supreme Court case to address this issue, Island Trees Union Free Sch. Dist. No. 26 v. Pico, 457 U.S. 852 (1982), the Court issued a plurality (not a majority) opinion finding a board could not remove books it had characterized as "anti-American, anti-Christian, anti-Semitic, and just plain filthy," if the removal was motivated by partisan or political reasons; to do so would violate students' Constitutional right to receive information and ideas. Four dissenting justices, however, disagreed that students have a right to receive information and ideas under the First Amendment and would have deferred to the judgment of the local school board.

See sample administrative procedure 6:230-AP, *Responding to Complaints About Library Media Resources*, and sample exhibit 6:230-AP, E, *Library Media Resource Objection Form*, available at PRESS Online by logging in at www.iasb.com. **Issue 111, March 2023**

Press Plus Issue #112 June 2023 - Policy Committee Meeting 7/21/23

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)

Press Plus #112 (June 2023) - 7/21/23 Policy Committee Meeting

LINCOLNWOOD SCHOOL DISTRICT 74 \ SECTION 5 - Personnel \ Professional Personnel \

Document Status: Draft Update

Professional Personnel

5:230 Maintaining Student Discipline

Maintaining an orderly learning environment is an essential part of each teacher's instructional responsibilities. A teacher's ability to foster appropriate student behavior is an important factor in the teacher's educational effectiveness. The Superintendent shall ensure that all teachers, other certificated [licensed] educational employees (except for individuals employed as paraprofessional educators), [PRESSPlus1](#) and persons providing a student's related service(s): (1) maintain discipline in the schools as required in the School Code, and (2) follow the Board policies and administrative procedures on student conduct, behavior, and discipline.

When a student's behavior is unacceptable, the teacher should first discuss the matter with the student, if appropriate. If the unacceptable behavior continues, the teacher should consult with the Building Principal and/or discuss the problem with the parent(s)/guardian(s). A teacher may remove any student from the learning setting whose behavior interferes with the lessons or participation of fellow students; a student's removal must be in accordance with Board policy and administrative procedures.

Teachers shall not use disciplinary methods which may be damaging to students, such as ridicule, sarcasm, or excessive temper displays. Corporal punishment (including slapping, paddling or prolonged maintenance of a student in physically painful positions, and intentional infliction of bodily harm) may not be used. Teachers may use reasonable force as needed to keep students, school personnel, and others safe, or for self-defense or defense of property.

LEGAL REF.:

[105 ILCS 5/24-24.](#)

[23 Ill.Admin.Code §1.280.](#)

CROSS REF.: 2:150 (Committees), 7:190 (Student Behavior), 7:230 (Misconduct by Students with Disabilities)

ADOPTED: October 18, 2012

REVISED: May 4, 2017

REVIEWED: November 4, 2021

PRESSPlus Comments

PRESSPlus 1. Updated in response to a five-year review. **Issue 112, June 2023**

Press Plus Issue #112 June 2023 - Policy Committee Meeting 7/21/23

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)

Document Status: Review and Monitoring

Community Relations

8:25 Advertising and Distributing Materials in Schools Provided by Non-School Related Entities

No material or literature shall be posted or distributed that would: (1) disrupt the educational process, (2) violate the rights or invade the privacy of others, (3) infringe on a trademark or copyright, or (4) be defamatory, obscene, vulgar, or indecent. No material, literature, or advertisement shall be posted or distributed without advance approval as described in this policy. [PRESSPlus1](#)

Community, Educational, Charitable, or Recreational Organizations

Community, educational, charitable, recreational or similar groups may under procedures established by the Superintendent, advertise events pertinent to students' interests or involvement. All advertisements must (1) be student-oriented, (2) prominently display the sponsoring organization's name, and (3) be approved in advance by the Superintendent or designee. The District reserves the right to decide where and when any advertisement or flyer is distributed, displayed, or posted.

Political Candidates or Parties

Material from candidates and political parties will not be accepted for posting or distribution, except when used as part of the curriculum.

LEGAL REF.:

Lamb's Chapel v. Center Moriches Union Free Sch. Dist., 508 U.S. 384 (1993).

Berger v. Rensselaer Central Sch. Corp., 982 F.2d 1160 (7th Cir. 1993), *cert. denied*, 113 S.Ct. 2344 (1993).

Sherman v. Community Consolidated Sch. Dist. 21, 8 F.3d 1160 (7th Cir. 1993), *cert. denied*, 8 F.3d 1160 (1994).

Hedges v. Wauconda Community Unit Sch. Dist. No. 118, 9 F.3d 1295 (7th Cir. 1993).

Victory Through Jesus Sports Ministry v. Lee's Summit R-7 Sch. Dist., 640 F.3d 329 (8th Cir. 2011), *cert. denied*, 565 U.S. 1036 (2011).

DiLoreto v. Downey Unified Sch. Dist., 196 F.3d 958 (9th Cir. 1999).

CROSS REF.: 7:325 (Student Fundraising Activities), 7:330 (Student Use of Buildings - Equal Access)

ADOPTED: September 10, 2002

REVISED: October 3, 2013

REVIEWED: September 6, 2018

PRESSPlus 1. This policy is suggested to be reviewed by the Board. According to policy 2:240, *Board Policy Development*, "[t]he Board will periodically review its policies for relevancy, monitor its policies for effectiveness, and consider whether any modifications are required." IASB suggests that each policy in the Board's policy manual be reviewed at a minimum of every five years. As part of the review, the Board may choose to:

- Compare the adopted version to the current PRESS sample (available at PRESS Online by logging in at www.iasb.com), discussing any differences and/or options noted in the footnotes to determine whether local changes are necessary
- Update the policy language due to changes in local conditions
- Make no changes, but update the adoption date to reflect that the policy has been reviewed and re-adopted

Issue 112, June 2023