LINCOLNWOOD SCHOOL DISTRICT 74
BOARD OF EDUCATION
Policy Committee Meeting AGENDA
Friday, August 22, 2025 at **8:30 AM**

BOARD OF EDUCATION
Peter D. Theodore, *President*
Myra A. Foutris, *Vice President*
John P. Vranas, *Secretary*
Ted Kwon
Jay Oleniczak
Elissa B. Rosenberg
Mihra Seta

ADMINISTRATION
Dr. David L. Russo, *Superintendent of Schools*
Dr. Dominick M. Lupo, *Assistant Superintendent for Curriculum & Instruction*
Courtney L. 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, August 22, 2025.

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 June 13 and July 25, 2025 Policy Committee meetings were canceled due to a light agenda.

1. CALL TO ORDER/ROLL CALL
   POLICY COMMITTEE MEMBERS
   Myra A. Foutris (BOE), Chair
   Ted Kwon (BOE), Co-Chair
   Elissa B. Rosenberg (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 - **MAY 23, 2025** 3

      Motion by member:_____ Seconded by:_____

4. OLD BUSINESS

5. NEW BUSINESS
   a. Press Plus Issue #119 - June 2025
      I. Draft - Update
         1. 2:80 Board Member Oath and Conduct 7
         2. 8:80 Gifts to the District 12
         3. 2:130 Board-Superintendent Relationship 15

4. 7:140 Search and Seizure 17
5. 7:300 Extracurricular Athletics 21

II. Review & Monitoring
1. 1:10 School District Legal Status 24
2. 1:20 District Organization, Operations, and Cooperative Agreements 27
3. 1:30 District Strategic Plan 30
4. 2:10 School District Governance 33
5. 3:30 Chain of Command 36
6. 4:50 Payment Procedures 40
7. 4:90 Student Activity and Fiduciary Funds 43
8. 5:20-E Resolution to Prohibit Sexual Harassment 46
9. 7:40 Nonpublic School Students, Including Parochial and Home-Schooled Students 55
10. 7:90 Release During School Hours 59
11. 2:240 Board Policy Development 61
12. 4:180 Pandemic Preparedness; Management; and Recovery 65
13. 5:270 Employment At-Will, Compensation, and Assignment 70
14. 7:130 Student Rights and Responsibilities 73
15. 7:325 Student Fundraising Activities 76
16. 8:110 Public Suggestions and Concerns 80

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, May 23, 2025 at 8:30 AM

BOARD OF EDUCATION
Peter D. Theodore, *President*
Myra A. Foutris, *Vice President*
John P. Vranas, *Secretary*
Ted Kwon
Jay Oleniczak
Elissa B. Rosenberg
Mihra Seta

ADMINISTRATION
Dr. David L. Russo, *Superintendent of Schools*
Dr. Dominick M. Lupo, *Assistant Superintendent for Curriculum & Instruction*
Courtney L. 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, May 23, 2025.

1. CALL TO ORDER/ROLL CALL
Chair Foutris called the May 23, 2025 Policy Committee meeting to order at 8:36 a.m., and roll call was taken.

POLICY COMMITTEE MEMBERS
Myra A. Foutris (BOE), Chair
Ted Kwon (BOE), Co-Chair
Melissa Theodore, Community Member

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

OTHERS PRESENT
Elissa B. Rosenberg (BOE) (official appointment to the Policy Committee is on the June 5, 2025 Lincolnwood School District 74 Board of Education agenda.)

2. AUDIENCE TO VISITORS
None

3. APPROVAL OF MINUTES
a. Policy Committee Meeting Minutes - **NOVEMBER 15, 2024**
A motion was made, seconded and passed to approve the November 15, 2024 Policy Committee meeting minutes.

4. OLD BUSINESS
a. Press Plus #116 June 2024
I. Draft Update - Rewritten
1. 2:265 Title IX Grievance Procedure
Policy 2:265 was kept "In Committee" from the November 15, 2024 Policy Committee meeting agenda for further discussion and District Legal guidance.
A newer rewritten version from Press Plus Issue #118 - April 2025 is listed below. Please see Agenda Item 5aIII1. Action will need to be taken on this version for the District Policy Committee records first.

The Committee did not adopt (rejected) the Press Plus #116 June 2024 version of Policy 2:265.

5. NEW BUSINESS

a. Press Plus Issue #118 - April 2025

I. Draft - Update

1. 4:15 Identity Protection

The Committee supported to adopt as presented by Press Plus, and sent this policy to the June 5, 2025 Lincolnwood School District 74 Board of Education Consent Agenda for approval.

2. 4:80 Accounting and Audits

The Committee supported to adopt as presented by Press Plus, and sent this policy to the June 5, 2025 Lincolnwood School District 74 Board of Education Consent Agenda for approval.

3. 5:10 Equal Employment Opportunity and Minority Recruitment

The Committee suggested additional District edits, and sent this policy to the June 5, 2025 Lincolnwood School District 74 Board of Education Agenda for 1st Reading by the Board.

4. 5:20 Workplace Harassment Prohibited

The Committee supported to adopt as presented by Press Plus, and sent this policy to the June 5, 2025 Lincolnwood School District 74 Board of Education Consent Agenda for approval.

5. 5:60 Expenses

The Committee supported to adopt as presented by Press Plus, and sent this policy to the June 5, 2025 Lincolnwood School District 74 Board of Education Consent Agenda for approval.

6. 7:10 Equal Educational Opportunities

The Committee supported to adopt as presented by Press Plus, and sent this policy to the June 5, 2025 Lincolnwood School District 74 Board of Education Consent Agenda for approval.

7. 7:20 Harassment of Students Prohibited

The Committee supported to adopt as presented by Press Plus, and sent this policy to the June 5, 2025 Lincolnwood School District 74 Board of Education Consent Agenda for approval.

8. 7:60 Residence

The Committee suggested additional District edits, and sent this policy to the June 5, 2025 Lincolnwood School District 74 Board of Education Agenda for 1st Reading by the Board.

9. 7:70 Attendance and Truancy

The Committee supported to adopt as presented by Press Plus , and sent this policy to the June 5, 2025 Lincolnwood School District 74 Board of Education Agenda for 1st Reading by the Board.

10. 2:260 Uniform Grievance Procedure

The Committee supported to adopt as presented by Press Plus, and sent this policy to the June 5, 2025 Lincolnwood School District 74 Board of Education Consent Agenda for approval.

11. 5:100 Staff Development Program

The Committee supported to adopt as presented by Press Plus, and sent this policy to the June 5, 2025 Lincolnwood School District 74 Board of Education Consent Agenda for approval.

12. 6:150 Home and Hospital Instruction

The Committee supported to adopt as presented by Press Plus , and sent this policy to the June 5, 2025 Lincolnwood School District 74 Board of Education Agenda for 1st Reading by the Board.

13. 6:235 Access to Electronic Networks

The Committee suggested additional District edits, and sent this policy to the June 5, 2025 Lincolnwood School District

74 Board of Education Agenda for 1st Reading by the Board.

14. 7:180 Prevention of and Response to Bullying, Intimidation, and Harassment
The Committee supported to adopt as presented by Press Plus, and sent this policy to the June 5, 2025 Lincolnwood School District 74 Board of Education Consent Agenda for approval.

15. 7:185 Teen Dating Violence Prohibited
The Committee supported to adopt as presented by Press Plus, and sent this policy to the June 5, 2025 Lincolnwood School District 74 Board of Education Consent Agenda for approval.

16. 7:190 Student Behavior
The Committee supported to adopt as presented by Press Plus , and sent this policy to the June 5, 2025 Lincolnwood School District 74 Board of Education Agenda for 1st Reading by the Board.

17. 7:200 Suspension Procedures
The Committee suggested additional District edits, and sent this policy to the June 5, 2025 Lincolnwood School District 74 Board of Education Agenda for 1st Reading by the Board.

18. 7:210 Expulsion Procedures
The Committee was given an updated version of the Policy after it was publicly posted. The Committe supported to adopt as presented by Press Plus, and sent this policy to the June 5, 2025 Lincolnwood School District 74 Board of Education Consent Agenda for approval.

19. 7:250 Student Support Services
The Committee supported to adopt as presented by Press Plus , and sent this policy to the June 5, 2025 Lincolnwood School District 74 Board of Education Agenda for 1st Reading by the Board.

20. 7:270 Administering Medicines to Students
The Committee suggested additional District edits, and sent this policy to the June 5, 2025 Lincolnwood School District 74 Board of Education Agenda for 1st Reading by the Board.

21. 7:310 Restrictions on Publications; Elementary Schools
The Committee supported to adopt as presented by Press Plus, and sent this policy to the June 5, 2025 Lincolnwood School District 74 Board of Education Consent Agenda for approval.

22. 7:340 Student Records
The Committee supported to adopt as presented by Press Plus, and sent this policy to the June 5, 2025 Lincolnwood School District 74 Board of Education Consent Agenda for approval.

II. Draft Update - New
1. 7:255 Students Who are Parents, Expectant Parents, or Victims of Domestic or Sexual Violence
The Committee supported to adopt as presented by Press Plus , and sent this policy to the June 5, 2025 Lincolnwood School District 74 Board of Education Agenda for 1st Reading by the Board.

III. Draft Update - Rewritten
1. 2:265 Title IX Grievance Procedure
The Committee supported to adopt as presented by Press Plus, and sent this policy to the June 5, 2025 Lincolnwood School District 74 Board of Education Consent Agenda for approval.

6. ADJOURNMENT
A motion was made, seconded and passed to adjourn the Policy Committee meeting at 9:31 a.m. The June 13, 2025 Policy Committee meeting was cancelled due to a light agenda. The next Policy Committee meeting is scheduled for

Friday, July 25, 2025. The public is welcome.

_____

Myra A. Foutris, Chair

_____

Ted Kwon, Co-chair

1. **ACTION TO BE TAKEN:**

_____CONSENT

_____1st READING

_____KEEP IN COMMITTEE

_____DELETE POLICY

2. **POLICY COMMITTEE TO DETERMINE:**

___ Adopt as Presented
(change "revised" & "reviewed" date)

___Adopt with Additional District Edits
(change "revised" & "reviewed" date)

___Not Adopted
(change "reviewed" date)

Document Status: Draft Update

Board of Education

2:80 Board Member Oath and Conduct

Each Board member, before taking his or her seat on the Board, shall take the following oath of office:

> **I**, (*name*), **do solemnly swear** (or affirm) that I will faithfully discharge the duties of the office of member of the Board of Education of Lincolnwood School District 74, in accordance with the Constitution of the United States, the Constitution of the State of Illinois, and the laws of the State of Illinois, to the best of my ability.
>
> **I further swear** (or affirm) that:
>
> > **I shall respect** taxpayer interests by serving as a faithful protector of the School District's assets;
> >
> > **I shall encourage** and respect the free expression of opinion by my fellow Board members and others who seek a hearing before the Board, while respecting the privacy of students and employees;
> >
> > **I shall recognize** that a Board member has no legal authority as an individual and that decisions can be made only by a majority vote at a public Board meeting; and meeting; and
> >
> > **I shall abide** by majority decisions of the Board, while retaining the right to seek changes in such decisions through ethical and constructive channels;
> >
> > **As part of the Board of Education**, I shall accept the responsibility for my role in the equitable and quality education of every student in the School District;
> >
> > **I shall foster** with the Board extensive participation of the community, formulate goals, define outcomes, and set the course for Lincolnwood School District 74;
> >
> > **I shall assist** in establishing a structure and an environment designed to ensure all students have the opportunity to attain their maximum

potential through a sound organizational framework;

I shall strive to ensure a continuous assessment of student achievement and all conditions affecting the education of our children, in compliance with State law;

I shall serve as education's key advocate on behalf of students and our community's school (or schools) to advance the vision for Lincolnwood School District 74; and

I shall strive to work together with the District Superintendent to lead the School District toward fulfilling the vision the Board has created, fostering excellence for every student in the areas of academic skills, knowledge, citizenship, and personal development.

The Board President will administer the oath in an open Board meeting; in the absence, of the President, the Vice President will administer the oath. If neither is available, the Board member with the longest service on the Board will administer the oath.

The Board adopts the Illinois Association of School Boards' *Code of Conduct for Members of School Boards (Code)*. PRESSPlus1 A copy of the *Code* shall be displayed in the regular Board meeting room. All new Board members agree to abide by the *Code ~~of Conduct~~*. Q1

LEGAL REF.:

105 ILCS 5/10-16.5.

CROSS REF.: 1:30 (District Strategic Plan), 2:20 (Powers and Duties of the Board of Education; Indemnification), 2:50 (Board Member Term of Office), 2:60 (Board Member Removal from Office), 2:100 (Board Member Conflict of Interest), 2:105 (Ethics and Gift Ban), 2:210 (Organizational Board of Education Meeting)

ADOPTED: December 5, 2006

REVISED: January 10, 2019

REVIEWED: August 3, 2023

Questions and Answers:

***Required Question 1. The School Code does not specifically address what happens when board members violate their oath of office, nor does it create an opportunity to take legal action for such violations. Collins v. Bd. of Educ. of North Chicago Comm. Unit Sch. Dist. 187, 792 F.Supp.2d 992 (N.D.Ill. 2011). **Consult the board attorney for guidance when considering any type of disciplinary action or sanction against a board member.**

Depending on the situation, a board self-evaluation or private one-on-one meetings with a board member may be appropriate to address an issue relating to board member behavior (for a list of IASB workshops, see www.iasb.com/conference-training-and-events/training/workshops/). When a board member's violation of the oath of office also constitutes a willful failure to perform his or her official duties, the board may request the regional superintendent to remove the member from office. See sample policy 2:60, *Board Member Removal from Office*, available at PRESS Online by logging in at www.iasb.com, at footnote 2, for further discussion. A board member whose conduct violates conflict of interest laws may also be subject to criminal liability and removal from office. See sample policy 2:100, *Board Member Conflict of Interest*, and its footnotes, for additional information. In consultation with the board attorney, a board may also consider other actions to address a member's violation of the oath of office, such as publicly censuring a member. Houston Comm. College System v. Wilson, 595 U.S. 468 (2022) (holding that a college board of trustees did not violate a trustee's First Amendment rights when it adopted a resolution censuring him for "reprehensible" conduct). Other sanctions may be also warranted, depending on the facts. For example, in Earnest v. Jasper Cty. Comm. Unit Sch. Dist. No. 1, 371 F.Supp.3d 459 (S.D.Ill 2019), a court held a board member was not deprived of his liberty interest under the 14th Amendment when the board limited his access to confidential board packet information after it found the board member shared confidential personnel and student information with members of the public.

To encourage appropriate conduct, boards may wish to have their policy express potential consequences for violating the oath of office or the *Code of Conduct for Members of School Boards*. Such boards may add the following sentence to the end of this policy:

"A board member who fails to abide by the oath of office or the *Code* may be subject to action by the Board, including, but not limited to, formal censure and/or referral to the Regional Superintendent for removal from office under Board policy 2:60, *Board Member Removal from Office*."

Has the Board adopted this policy to include the optional sentence shown above?

- No. (Default)
- Yes. (For districts in suburban Cook County, IASB will replace "Regional Superintendent" with "appropriate Intermediate Service Center Executive Director.")

PRESSPlus Comments

PRESSPlus 1. Updated for continuous improvement. **Issue 119, June 2025**

1. **ACTION TO BE TAKEN:**

_____CONSENT

_____1st READING

_____KEEP IN COMMITTEE

_____DELETE POLICY

2. **POLICY COMMITTEE TO DETERMINE:**

___ Adopt as Presented
(change "revised" & "reviewed" date)

___Adopt with Additional District Edits
(change "revised" & "reviewed" date)

___Not Adopted
(change "reviewed" date)

Document Status: Draft Update

Community Relations

8:80 Gifts to the District

The Board of Education appreciates gifts from any education foundation, other entities, or individuals. All gifts must adhere to each of the following:

1. Be accepted by the Board or, if less than $500.00 in value, the Superintendent or designee. Individuals should obtain a pre-acceptance commitment before identifying the District, any school, or school program or activity as a beneficiary in any fundraising attempt, including without limitation, any Internet fundraising attempt.
2. Be given without a stated purpose or with a purpose deemed by the party with authority to accept the gift to be compatible with the Board's educational objectives and policies.
3. Be consistent with the District's mandate to provide equal educational and extracurricular opportunities to all students in the District as provided in Board policy 7:10, *Equal Educational Opportunities*. State and federal laws require the District to provide equal treatment for members of both sexes to educational programming, extracurricular activities, and athletics. This includes the distribution of athletic benefits and opportunities.
4. Permit the District to maintain resource equity among its learning centers.
5. Be viewpoint neutral when the gift involves the incorporation of any messages.[PRESSPlus1] The Superintendent or designee shall manage a process for the review and approval of donations involving the incorporation of messages into or placing messages upon school property.
6. Comply with all laws applicable to the District including, without limitation, the Americans with Disabilities Act, the Prevailing Wage Act, the Health/Life Safety Code for Public Schools, and all applicable procurement and bidding requirements.

The District will provide equal treatment to all individuals and entities seeking to donate money or a gift. Upon acceptance, all gifts become the District's property. The acceptance of a gift is not an endorsement by the Board, District, or school of any product, service, activity, or program. The method of recognition is determined by the party accepting the gift.

LEGAL REF.:

20 U.S.C. §1681 *et seq.*, Title IX of the Education Amendments; ~~implemented by~~ 34 C.F.R. Part 106.

105 ILCS 5/16-1.

23 Ill.Admin.Code §200.40.

CROSS REF.: 4:60 (Purchases and Contracts), 4:150 (Facility Management and Building Programs), 6:10 (Educational Philosophy and Objectives), 6:210 (Instructional Materials), 7:10 (Equal Educational Opportunities)

ADOPTED: October 7, 2015

REVISED: December 15, 2017

REVIEWED: May 7, 2020

Comments: On 4/24/20 the Policy Committee added an AP to this policy - The Donation Approval Form.

PRESSPlus Comments

PRESSPlus 1. Updated throughout in response to a PRESS five-year review. PRESS Editors have a quality assurance goal to ensure that a review of each piece of the 1500+ page IASB PRESS Policy Reference Manual occurs once every five years. **Issue 119, June 2025**

1. **ACTION TO BE TAKEN:**

_____CONSENT

_____1st READING

_____KEEP IN COMMITTEE

_____DELETE POLICY

2. **POLICY COMMITTEE TO DETERMINE:**

___ Adopt as Presented
(change "revised" & "reviewed" date)

___Adopt with Additional District Edits
(change "revised" & "reviewed" date)

___Not Adopted
(change "reviewed" date)

Document Status: Draft Update

Board of Education

2:130 Board-Superintendent Relationship

The Board of Education directs, through policy, the Superintendent in his or her charge of the administration of the District by delegating its authority to operate the District and provide leadership to staff. The Board employs and evaluates the Superintendent and holds him or her responsible for the operation of the District in accordance with Board policies and State and federal law.

The Board-Superintendent relationship is based on mutual respect for their complementary roles. The relationship requires clear communication of expectations regarding the duties and responsibilities of both the Board and Superintendent.

The Board hires, evaluates, and seeks the recommendations of the Superintendent as the District chief executive officer. The Board adopts policies necessary to provide ~~general~~[PRESSPlus1] direction for the District and to encourage achievement of District goals. The Superintendent develops plans, programs, and procedures needed to implement the policies and directs the District's day-to-day operations.

LEGAL REF.:

105 ILCS 5/10-16.7 and 5/10-21.4.

CROSS REF.: 3:40 (Superintendent)

ADOPTED: December 5, 2006

REVISED: August 5, 2021

REVIEWED: August 5, 2021

PRESSPlus Comments

PRESSPlus 1. Updated in response to a PRESS five-year review. PRESS Editors have a quality assurance goal to ensure that a review of each piece of the 1500+ page IASB PRESS Policy Reference Manual occurs once every five years. **Issue 119, June 2025**

1. **ACTION TO BE TAKEN:**

_____CONSENT

_____1st READING

_____KEEP IN COMMITTEE

_____DELETE POLICY

2. **POLICY COMMITTEE TO DETERMINE:**

___ Adopt as Presented
(change "revised" & "reviewed" date)

___Adopt with Additional District Edits
(change "revised" & "reviewed" date)

___Not Adopted
(change "reviewed" date)

Document Status: Draft Update

Students

7:140 Search and Seizure

To maintain order and security in the schools, school authorities are authorized to conduct reasonable searches of school property and equipment, as well as of students and their personal effects. "*School authorities*" includes school liaison police officers.

School Property and Equipment as well as Personal Effects Left ~~There~~On School Property[PRESSPlus1] by Students

School authorities may inspect and search school property and equipment owned or controlled by the school (such as lockers, desks, and parking lots), as well as personal effects left there by a student, without notice to or the consent of the student. Students have no reasonable expectation of privacy in these places or areas or in their personal effects left there.

The Superintendent may request the assistance of law enforcement officials to conduct inspections and searches of lockers, desks, parking lots, and other school property and equipment for illegal drugs, weapons, or other illegal or dangerous substances or materials, including searches conducted through the use of specially trained dogs.

Students

School authorities may search a student and/or the student's personal effects in the student's possession (such as purses, wallets, knapsacks, book bags, lunch boxes, etc.) when there is a reasonable ground for suspecting that the search will produce evidence the particular student has violated or is violating either the law or the District's student conduct rules. The search itself must be conducted in a manner that is reasonably related to its objectives and not excessively intrusive in light of the student's age and sex, and the nature of the infraction.

When feasible, the search should be conducted as follows:

1. Outside the view of others, including students;

2. In the presence of a school administrator or adult witness; and
3. By a ~~certificated~~licensed employee or liaison police officer of the same sex as the student.

Immediately following a search, a written report shall be made by the school authority who conducted the search, and given to the Superintendent.

Seizure of Property

If a search produces evidence that the student has violated or is violating either the law or the District's policies or rules, such evidence may be seized and impounded by school authorities, and disciplinary action may be taken. When appropriate, such evidence may be transferred to law enforcement authorities.

Notification Regarding Student Accounts or Profiles on Social Networking Websites

The Superintendent or designee shall notify students and their parents/guardians of each of the following in accordance with the Right to Privacy in the School Setting Act, 105 ILCS 75/:

1. School officials may not request or require a student or his or her parent/guardian to provide a password or other related account information to gain access to the student's account or profile on a social networking website.
2. School officials may conduct an investigation or request a student to cooperate in an investigation if there is specific information about activity on the student's account on a social networking website that violates a school disciplinary rule or policy. In the course of an investigation, school officials may request the student to share the content that is reported in order to allow school officials to make a factual determination.

LEGAL REF.:

T.L.O. v. New Jersey, 469 U.S. 325 (1985).

Vernonia Sch.~~ool~~ Dist. 47J v. Acton, 515 U.S. 646 (1995).

Safford Unified Sch.~~ool~~ Dist. No. 1 v. Redding, 557 U.S. 364 (2009).

105 ILCS 5/10-20.14, 5/10-22.6, and 5/10-22.10a.

~~Right to Privacy in the School Setting Act,~~ 105 ILCS 75/, Right to Privacy in the

School Setting Act.

Cornfield v. Consolidated High Sch.ool Dist. No. 230, 991 F.2d 1316 (7th Cir. 1993).

People v. Dilworth, 169 Ill.2d 195 (1996), *cert. denied*, 116 S.Ct. 1692517 U.S. 1197 (1996).

People v. Pruitt, 278 Ill.App.3d 194 (1st Dist. 1996), *app. denied*, 167 Ill.2d 564667 N.E. 2d 1061 (Ill.App.1, 1996).

T.L.O. v. New Jersey, 469 U.S. 325 (1985).

Vernonia School Dist. 47J v. Acton, 515 U.S. 646 (1995).

Safford Unified School Dist. No. 1 v. Redding, 557 U.S. 364 (2009).

CROSS REF.: 7:130 (Student Rights and Responsibilities), 7:150 (Government Agency and Law Enforcement Interviews of Students at School), 7:190 (Student Behavior)

ADOPTED: January 12, 2016

REVISED: January 7, 2021

REVIEWED: January 7, 2021

PRESSPlus Comments

PRESSPlus 1. Updated throughout in response to a PRESS five-year review. PRESS Editors have a quality assurance goal to ensure that a review of each piece of the 1500+ page IASB PRESS Policy Reference Manual occurs once every five years. **Issue 119, June 2025**

1. **ACTION TO BE TAKEN:**

_____CONSENT

_____1st READING

_____KEEP IN COMMITTEE

_____DELETE POLICY

2. **POLICY COMMITTEE TO DETERMINE:**

___ Adopt as Presented
(change "revised" & "reviewed" date)

___Adopt with Additional District Edits
(change "revised" & "reviewed" date)

___Not Adopted
(change "reviewed" date)

Document Status: Draft Update

Students

7:300 Extracurricular Athletics

Student participation in school-sponsored extracurricular athletic activities is contingent upon the following:

1. The parent(s)/guardian(s) must provide written permission for the student's participation, giving the District full waiver of responsibility of the risks involved.
2. Middle School students must meet the academic criteria set forth in the Board policy on school sponsored extracurricular activities.
3. Middle School Students Only: **No less than five (5) business days** prior to trying out practicing or participating, the student must obtain a sports physical examination by a physician licensed in Illinois, or any other state, to practice medicine and surgery in any of its branches, a licensed advanced practice registered nurse, or a licensed physician assistant, certifying in the attached form that the student's health status allows for extracurricular active athletic participation. The sports physical examination is valid for one year from the date of the examination and must be on file in the School Nurse's office.
4. The student and his or her parent(s)/guardian(s) must: (a) comply with the eligibility rules of, and complete any forms required by, any sponsoring association (such as, the Illinois Elementary School Association, the Illinois High School Association, or the Southern Illinois Junior High School Athletic Association), and (b) complete all forms required by the District including, without limitation, signing an acknowledgment of receiving information about the Board's concussion policy 7:305, *Student Athlete Concussions and Head Injuries*.

The Superintendent or designee (1) is authorized to impose additional requirements for a student to participate in extracurricular athletics, provided the requirement(s) comply with Board policy 7:10, *Equal Educational Opportunities*, and (2) shall maintain the necessary records to ensure student compliance with this policy.

LEGAL REF.:

105 ILCS 5/10-20.30, ~~5/10-20.54,~~ PRESSPlus1 5/22-80, and 25/2.

23 Ill.Admin.Code §1.530(b).

CROSS REF.: 4:100 (Insurance Management), 4:170 (Safety), 6:190 (Extracurricular and Co-Curricular Activities),7:10 (Equal Educational Opportunities), 7:20 (Harassment of Students Prohibited), 7:240 (Conduct Code for Participants in Extracurricular Activities), 7:305 (Student Concussions and Head Injuries), 7:340 (Student Records)

ADOPTED: September 10, 2002

REVISED: October 7, 2021

REVIEWED: October 7, 2021

Comments: Committee member Melissa Theodore requested this change, 8/20/21 Policy Committee Meeting

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PRESSPlus Comments

PRESSPlus 1. Updated in response to a PRESS five-year review. PRESS Editors have a quality assurance goal to ensure that a review of each piece of the 1500+ page IASB PRESS Policy Reference Manual occurs once every five years. **Issue 119, June 2025**

1. **ACTION TO BE TAKEN:**

_____CONSENT

_____1st READING

_____KEEP IN COMMITTEE

_____DELETE POLICY

2. **POLICY COMMITTEE TO DETERMINE:**

___ Adopt as Presented
(change "revised" & "reviewed" date)

___Adopt with Additional District Edits
(change "revised" & "reviewed" date)

___Not Adopted
(change "reviewed" date)

Document Status: Review and Monitoring

SECTION 1- School District Organization

1:10 School District Legal Status

The Illinois Constitution requires the State to provide for an efficient system of high quality public educational institutions and services in order to achieve the educational development of all persons to the limits of their capabilities.[PRESSPlus1]

The General Assembly has implemented this mandate through the creation of school districts. The District is governed by the laws for school districts serving a resident population of not fewer than 1,000 and not more than 500,000.

The Board of Education constitutes a body corporate that possesses all the usual powers of a corporation for public purposes, and in that name may sue and be sued, purchase, hold and sell personal property and real estate, and enter into such obligations as are authorized by law.

LEGAL REF.:

Ill. Constitution, Art. X, Sec. 1.

105 ILCS 5/10-1 *et seq*.

CROSS REF.: 2:10 (School District Governance), 2:20 (Powers and Duties of the Board of Education; Indemnification)

ADOPTED: October 6, 2011

REVISED:

REVIEWED: August 5, 2021

PRESSPlus Comments

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."[25] 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 119, June 2025

1. **ACTION TO BE TAKEN:**

_____CONSENT

_____1st READING

_____KEEP IN COMMITTEE

_____DELETE POLICY

2. **POLICY COMMITTEE TO DETERMINE:**

___ Adopt as Presented
(change "revised" & "reviewed" date)

___Adopt with Additional District Edits
(change "revised" & "reviewed" date)

___Not Adopted
(change "reviewed" date)

Document Status: Review and Monitoring

SECTION 1- School District Organization

1:20 District Organization, Operations, and Cooperative Agreements

The District is organized and operates as an Elementary District serving the needs of children in grades Kindergarten to 8 and others as required by the School Code.[PRESSPlus1]

The District participates in the following joint programs:

- Niles Township District for Special Education
- The Village of Lincolnwood

LEGAL REF.:

23 Ill.Admin.Code §1.210

ADOPTED: October 6, 2011

REVISED: May 20, 2015

REVIEWED: August 5, 2021

PRESSPlus Comments

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Issue 119, June 2025

1. **ACTION TO BE TAKEN:**

_____CONSENT

_____1st READING

_____KEEP IN COMMITTEE

_____DELETE POLICY

2. **POLICY COMMITTEE TO DETERMINE:**

___ Adopt as Presented
(change "revised" & "reviewed" date)

___Adopt with Additional District Edits
(change "revised" & "reviewed" date)

___Not Adopted
(change "reviewed" date)

Document Status: Review and Monitoring

SECTION 1- School District Organization

1:30 District Strategic Plan

Please refer to the following Strategic Plan.[PRESSPlus1]

CROSS REF: 2:10 (School District Governance), 3:10 (Goals and Objectives), 6:10 (Educational Philosophy and Objectives)

ADOPTED: September 10, 2002

REVISED: June 6, 2024

REVIEWED: June 6, 2024

PRESSPlus Comments

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Issue 119, June 2025

Strategic Plan
2024-2029

LINCOLNWOOD SCHOOL DISTRICT 74

o74e
Moments that matter make us one 74!
#SD74Moments

MISSION

One campus, One community

Preparing, inspiring, and empowering learners;
one moment at a time.

VISION

To be the most welcoming and sought-after learning environment by:

- **Leading** academic excellence through innovative instruction;
- **Developing** high-school-ready learners with cutting-edge resources;
- **Cultivating** a sense of belonging for all.

CORE VALUES

In Lincolnwood School District 74, we believe that ...

- Supporting students' personal growth maximizes achievement;
- Knowledge develops with a mindset of curiosity and creativity;
- A safe environment to learn is a priority;
- Teamwork -- with respect and integrity -- builds community;
- Equitable opportunities enable all to achieve.

GOALS

Teaching and Learning
Optimize the impact of teaching and learning to prepare students for high school and beyond.

Facilities and Finances
Maximize good stewardship of resources and anticipate the space and safety needs of the learning environment.

Technology
Enhance technology through the evaluation and integration of tools to develop impactful learning experiences.

Communications
Establish consistent, accessible, and proactive communication methods.

Human Resources
Recruit, retain, and enhance a high-quality staff.

Board-approved June 2024

1. **ACTION TO BE TAKEN:**

_____CONSENT

_____1st READING

_____KEEP IN COMMITTEE

_____DELETE POLICY

2. **POLICY COMMITTEE TO DETERMINE:**

___ Adopt as Presented
(change "revised" & "reviewed" date)

___Adopt with Additional District Edits
(change "revised" & "reviewed" date)

___Not Adopted
(change "reviewed" date)

Document Status: Review and Monitoring

Board of Education

2:10 School District Governance

The District is governed by a Board of Education consisting of seven members. The Board's powers and duties include the authority to adopt, enforce, and monitor all policies for the management and governance of the District's schools.[PRESSPlus1]

Official action by the Board of Education may only occur at a duly called and legally conducted meeting. Except as otherwise provided by the Open Meetings Act, a quorum must be physically present at the meeting.

As stated in the Board member oath of office prescribed by the School Code, a Board member has no legal authority as an individual.

LEGAL REF.:

5 ILCS 120/, Open Meetings Act.

105 ILCS 5/10-1, 5/10-10, 5/10-12, 5/10-16.5, 5/10-16.7, and 5/10-20.5.

CROSS REF.: 1:10 (School District Legal Status), 2:20 (Powers and Duties of the Board of Education; Indemnification), 2:80 (Board Member Oath and Conduct), 2:120 (Board Member Development), 2:200 (Types of Board of Education Meetings), 2:220 (Board of Education Meeting Procedure)

ADOPTED: October 6, 2011

REVISED: August 5, 2021

REVIEWED: August 5, 2021

PRESSPlus Comments

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

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Issue 119, June 2025

1. **ACTION TO BE TAKEN:**

_____CONSENT

_____1st READING

_____KEEP IN COMMITTEE

_____DELETE POLICY

2. **POLICY COMMITTEE TO DETERMINE:**

___ Adopt as Presented
(change "revised" & "reviewed" date)

___Adopt with Additional District Edits
(change "revised" & "reviewed" date)

___Not Adopted
(change "reviewed" date)

LINCOLNWOOD SCHOOL DISTRICT 74 \ SECTION 3 - General School Administration \

Document Status: Review and Monitoring

General School Administration

3:30 Chain of Command

The Superintendent shall develop an organizational chart indicating the channels of authority and reporting relationships for school personnel. These channels must be followed, and no level may be by-passed except in emergency situations.[PRESSPlus1]

Progression for Addressing Concerns

In order that a concern of a parent or employee be addressed by the appropriate official(s), the Board of Education requires the following procedure:

If parents have a concern about their child, they will:

a. first contact the child's teacher;
b. if not satisfied, contact the Building Principal who will submit a written report to the Superintendent with respect to the contact and any follow-up activity;
c. if not satisfied, contact the Superintendent who will prepare a written report with respect to the contact and any follow-up activity;
d. if not satisfied: 1) submit a written communication to the Board of Education as set forth in 2:140 herein; or 2) attend a Board of Education meeting and address the Board of education at the audience to visitors' segment of the meeting; or 3) request a closed session meeting to address the Board of Education if allowable under 2:200 herein.
e. Parents will be provided with copies of the written reports required in b and c above irrespective of whether requested by the parent. The written reports shall contain sequential identification numbers in chronological order and will be submitted to the Board of Education as directed by the Board of Education.

If an employee has a concern, he/she will:

a. First contact the Principal or immediate supervisor who will submit a written report to the Superintendent with respect to the contact and any follow-up activity;
b. if not satisfied: contact the Superintendent who will prepare a written report with respect to the contact and any follow-up activity; and
c. if not satisfied, 1) submit a written communication to the Board of Education as set forth in 2:140 herein; or 2) attend a Board of Education meeting and address the Board of Education at the audience to visitors' segment of the meeting; or 3) request a closed session meeting to address the Board of Education if allowable under 2:200 herein.
d. Employee shall be provided with copies of the written reports required in a and b above irrespective of whether requested by the employee. The written reports shall contain sequential identification numbers in chronological order and will be submitted to the Board of education as directed by the Board of Education.

CROSS REF.: 1:20 (District Organization, Operations, and Cooperative Agreements), 2:140 (Communications To and From the Board), 3:70 (Succession of Authority), 8:110 (Public Suggestions and Concerns)

ADOPTED: September 10, 2002

REVISED: December 4, 2007

REVIEWED: August 5, 2021

PRESSPlus Comments

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:

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Issue 119, June 2025

1. **ACTION TO BE TAKEN:**

_____CONSENT

_____1st READING

_____KEEP IN COMMITTEE

_____DELETE POLICY

2. **POLICY COMMITTEE TO DETERMINE:**

___ Adopt as Presented
(change "revised" & "reviewed" date)

___Adopt with Additional District Edits
(change "revised" & "reviewed" date)

___Not Adopted
(change "reviewed" date)

Document Status: Review and Monitoring

Operational Services

4:50 Payment Procedures

The Business Manager or designee shall prepare a list of all due and payable bills, indicating vendor name and amount, and shall present it to the Board of Education in advance of the Board's first regular monthly meeting or, if necessary, a special meeting. These bills shall be reviewed by the Board of Education, after which they may be approved for payment by Board of Education order. Approval of all bills shall be given by a roll call vote and the votes shall be recorded in the minutes. The Business Manager or designee shall pay the bills after receiving a Board of Education order signed by the Board President and Secretary, or a majority of the Board.[PRESSPlus1]

The Business Manager is authorized, without further Board approval, to pay Social Security taxes, wages, pension contributions, utility bills, and other recurring bills.

Revolving funds for school cafeterias, athletics, petty cash, or similar purposes may be used, provided such funds are maintained in accordance with Board policy 4:80, *Accounting and Audits*, and remain in the custody of an employee who is properly bonded according to State law.

LEGAL REF.:

105 ILCS 5/8-16, 5/10-7, and 5/10-20.19.

23 Ill.Admin.Code §100.70.

CROSS REF.: 4:55 (Use of Credit and Procurement Cards), 4:60 (Purchases), 4:80 (Accounting and Audits)

ADOPTED: September 10, 2002

REVISED: October 7, 2015

REVIEWED: May 7, 2020

PRESSPlus Comments

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:

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Issue 119, June 2025

1. **ACTION TO BE TAKEN:**

_____CONSENT

_____1st READING

_____KEEP IN COMMITTEE

_____DELETE POLICY

2. **POLICY COMMITTEE TO DETERMINE:**

___ Adopt as Presented
(change "revised" & "reviewed" date)

___Adopt with Additional District Edits
(change "revised" & "reviewed" date)

___Not Adopted
(change "reviewed" date)

Document Status: Review and Monitoring

Operational Services

4:90 Student Activity and Fiduciary Funds

The School Board, upon the Superintendent or designee's recommendation, establishes student activity funds to be managed by student organizations under the guidance and direction of a staff member for educational, recreational, or cultural purposes. The Board, upon the Superintendent or designee's recommendation, also establishes fiduciary funds to be supervised by the Superintendent or designee. The District has custodial responsibilities for fiduciary funds but no direct involvement in the management of such funds.PRESSPlus1

Student Activity Funds

The Superintendent or designee shall be responsible for managing student activity funds and/or convenience accounts in accordance with State law and shall have all of the responsibilities listed in the rules adopted by the Ill. State Board of Education (ISBE) for the maintenance of student activity funds and/or convenience accounts. The Board of Education shall recognize the Business Manager as the activity funds treasurer who shall be bonded in accordance with the School Code. Each non-student group that has a convenience account shall designate a manager for it.

Fiduciary Funds

The Superintendent or designee shall be responsible for supervising fiduciary funds in accordance with Board policy 4:80, *Accounting and Audits*; State law; and ISBE rules for fiduciary funds. The Board will appoint a treasurer for each fund to serve as the fund's sole custodian and be bonded in accordance with the School Code. The treasurer shall have all of the responsibilities specific to the treasurer listed in the ISBE rules for fiduciary funds.

LEGAL REF.:

105 ILCS 5/8-2 and 5/10-20.19.

23 Ill.Admin.Code §§100.20, 100.80, and 100.85.

CROSS REF.: 4:80 (Accounting and Audits), 7:325 (Student Fundraising Activities)

ADOPTED: October 3, 2006

REVISED: February 4. 2021

REVIEWED: February 4, 2021

PRESSPlus Comments

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:

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Issue 119, June 2025

1. **THE COMMITTEE SUGGESTS THE FOLLOWING ACTION TO BE TAKEN….***:**

_____CONSENT

_____1st READING

_____KEEP IN COMMITTEE

_____DELETE POLICY

2. **THE COMMITTEE SUGGESTS…***:**

___ Adopt as Presented
(change "revised" & "reviewed" date)

___Adopt with Additional District Edits
(change "revised" & "reviewed" date)

___Not Adopted
(change "reviewed" date)

*****THE COMMITTEE CAN SUGGEST THEIR OPINION ON ADMINISTRATIVE PROCEDURES (APs) AND EXHIBITS (E); HOWEVER, THE ADMINISTRATION DETERMINES HOW TO BEST IMPLEMENT BASED ON BOARD POLICY.**

LINCOLNWOOD SCHOOL DISTRICT 74 \ SECTION 5 - Personnel \ General Personnel \ Workplace Harassment Prohibited \

Document Status: Review and Monitoring

Workplace Harassment Prohibited

5:20-E Resolution to Prohibit Sexual Harassment

WHEREAS, Section 10-20 of the School Code (105 ILCS 5/10-20) grants school boards other powers that are not inconsistent with their duties;PRESSPlus1

WHEREAS, Section 1-5 of the State Officials and Employees Ethics Act (5 ILCS 430/1-5) includes school districts within the definition of a *governmental entity*;

WHEREAS, Section 5-65 of the State Officials and Employees Ethics Act (5 ILCS 430/5-65) provides that all persons have a right to work in an environment free from sexual harassment;

WHEREAS, Section 70-5 of the State Officials and Employees Ethics Act (5 ILCS 430/70-5) requires governmental entities to adopt an ordinance or resolution establishing a policy to prohibit sexual harassment which, at a minimum, includes: (1) a prohibition on sexual harassment; (2) details on how an individual can report an allegation of sexual harassment, including options for making a confidential report to a supervisor, ethics officer, Inspector General, or the Ill. Dept. of Human Rights; (3) a prohibition on retaliation for reporting sexual harassment allegations, including availability of whistleblower protections under the Act, the Whistleblower Act (740 ILCS 174/), and the Ill. Human Rights Act (775 ILCS 5/); (4) the consequences: (a) of a violation of the prohibition on sexual harassment; and (b) for knowingly making a false report; and (5) a mechanism for reporting and independent review of allegations of sexual harassment made against a Board member by a fellow Board member or other elected official;

THEREFORE, BE IT RESOLVED, by the Board of Education of Lincolnwood School District 74, Cook County, Illinois, as follows:

Section 1: The Board adopts Board policies 2:105, *Ethics and Gift Ban,* and 5:20, *Workplace Harassment Prohibited*, attached as Exhibit A, which

collectively contain the following: (1) a prohibition on sexual harassment; (2) detail regarding how an individual can report an allegation of sexual harassment, including options for making a confidential report to an immediate supervisor, the Building Principal, an administrator, the Nondiscrimination Coordinator, a Complaint Manager, or the Ill. Dept. of Human Rights; (3) a prohibition on retaliation for reporting sexual harassment allegations and a statement regarding the availability of whistleblower protections under the State Officials and Employees Ethics Act, the Whistleblower Act, and the Ill. Human Rights Act; and (4) the consequences: (a) of a violation of the prohibition on sexual harassment; and (b) for knowingly making a false report, and (5) a mechanism for reporting and independent review of allegations of sexual harassment made against a Board member by a fellow Board member or other elected official.

Section 2: Any prior versions of Board policies 2:105, *Ethics and Gift Ban*, and 5:20, *Workplace Harassment Prohibited*, adopted by the Board are superseded by this Resolution.

Adopted: January 9, 2020

Attested by: Board President Anderson

Attested by: Board Secretary Vranas

PRESSPlus Comments

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:

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- Make no changes, but update the adoption date to reflect that the policy has been reviewed and re-adopted[48]

CURRENT POLICY FOR COMMITTEE'S REFERENCE

General Personnel

5:20 Workplace Harassment Prohibited

The School District expects the workplace environment to be productive, respectful, and free of unlawful discrimination, including harassment. District employees shall not engage in harassment or abusive conduct on the basis of an individual's actual or perceived race, color, religion, national origin, ancestry, sex, sexual orientation, age, citizenship status, work authorization status, disability, pregnancy, marital status, family responsibilities, reproductive health decisions, order of protection status, military status, or unfavorable discharge from military service, nor shall they engage in harassment or abusive conduct on the basis of an individual's other protected status identified in Board policy 5:10, *Equal Employment Opportunity and Minority Recruitment*. Harassment of students, including, but not limited to, sexual harassment, is prohibited by Board policies 2:260, *Uniform Grievance Procedure;* 2:265, *Title IX Grievance Procedure*; 2:270, *Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited*; 7:20, *Harassment of Students Prohibited*; 7:180, *Prevention of and Response to Bullying, Intimidation, and Harassment*; and 7:185, *Teen Dating Violence Prohibited*.

The District will take remedial and corrective action to address unlawful workplace harassment, including sexual harassment.

Sexual Harassment Prohibited

The District shall provide a workplace environment free of verbal, physical, or other conduct or communications constituting harassment on the basis of sex as defined and otherwise prohibited by State and federal law. The District provides annual sexual harassment prevention training in accordance with State law.

The Superintendent shall use reasonable measures to inform staff members and applicants of this policy, which shall include reprinting this policy in the appropriate handbooks.

District employees shall not make unwelcome sexual advances or request sexual favors or engage in any unwelcome conduct of a sexual nature when (1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment; (2) submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or (3) such conduct has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment. Sexual harassment prohibited by this policy includes, but is not limited to, verbal, physical, or other conduct. The terms intimidating, hostile, or offensive include, but are not limited to, conduct which has the effect of humiliation, embarrassment or discomfort. Sexual harassment will be evaluated in light of all the circumstances.

Making a Report or Complaint

Employees and *nonemployees* (persons who are not otherwise employees and are directly performing services for the District pursuant to a contract with the District, including contractors, and consultants) are encouraged to promptly report information regarding violations of this policy. Individuals may choose to report to a person of the individual's same gender. Every effort should be made to file such reports or complaints as soon as possible, while facts are known and potential witnesses are available.

Aggrieved individuals, if they feel comfortable doing so, should directly inform the person engaging in the harassing conduct or communication that such conduct or communication is offensive and must

stop.

Whom to Contact with a Report or Complaint

An employee should report claims of harassment, including making a confidential report, to any of the following: his/her immediate supervisor, the Building Principal, an administrator, the Nondiscrimination Coordinator, Title IX Coordinator, and/or a Complaint Manager.

An employee may also report claims using Board policy 2:260, *Uniform Grievance Procedure.* If a claim is reported using Board policy 2:260, then the Complaint Manager shall process and review the claim according to that policy, in addition to any response required by this policy.

The Superintendent shall insert into this policy the names, office addresses, email addresses, and telephone numbers of the District's current Nondiscrimination Coordinator, Title IX Coordinator, and Complaint Managers.

Nondiscrimination Coordinator:

Dr. Dominick Lupo, Assistant Superintendent for Curriculum and Instruction

District Office

6950 N. East Prairie Rd.,

Lincolnwood, IL 60712

dlupo@sd74.org

847-675-8234

Title IX Coordinator:

Dr. Dominick Lupo, Assistant Superintendent for Curriculum and Instruction

6950 N. East Prairie Rd.,

Lincolnwood, IL 60712

dlupo@sd74.org

847-675-8234

Complaint Managers

Dr. Dominick Lupo, Assistant Superintendent for Curriculum and Instruction

District Office

6950 N. East Prairie Rd.,

Lincolnwood, IL 60712

dlupo@sd74.org

847-675-8234

Aliaa Ibrahim, Principal

Rutledge Hall

6950 N. East Prairie Rd.,

Lincolnwood, IL 60712

aibrahim@sd74.org

847-675-8236

Investigation Process

report or complaint to the Nondiscrimination Coordinator, Title IX Coordinator, or a Complaint Manager. Any employee who fails to promptly forward a report or complaint may be disciplined, up to and including discharge.

Reports and complaints of harassment will be confidential to the greatest extent practicable, subject to the District's duty to investigate and maintain a workplace environment that is productive, respectful, and free of unlawful discrimination, including harassment.

For any report or complaint alleging sexual harassment that, if true, would implicate Title IX of the Education Amendments of 1972 (20 U.S.C. §1681 *et seq.*), the Title IX Coordinator or designee shall consider whether action under Board policy 2:265, *Title IX Grievance Procedure*, should be initiated.

For any report or complaint alleging harassment on the basis of race, color, or national origin, the Nondiscrimination Coordinator or a Complaint Manager or designee shall investigate under Board policy 2:270, *Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited.*

For any other alleged workplace harassment that does not require action under Board policies 2:265, *Title IX Grievance Procedure*, or 2:270, *Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited*, the Nondiscrimination Coordinator or a Complaint Manager or designee shall consider whether an investigation under Board policy 2:260, *Uniform Grievance Procedure*, and/or 5:120, *Employee Ethics; Code of Professional Conduct; and Conflict of Interest*, should be initiated, regardless of whether a written report or complaint is filed.

Reports That Involve Alleged Incidents of Sexual Abuse of a Child by School Personnel

An *alleged incident of sexual abuse* is an incident of sexual abuse of a child, as defined in 720 ILCS 5/11-9.1A(b), that is alleged to have been perpetrated by school personnel, including a school vendor or volunteer, that occurred: on school grounds during a school activity; or outside of school grounds or not during a school activity.

Any complaint alleging an incident of sexual abuse shall be processed and reviewed according to Board policy 5:90, *Abused and Neglected Child Reporting*. In addition to reporting the suspected abuse, the complaint shall also be processed under Board policy 2:265, *Title IX Grievance Procedure*, or Board policy 2:260, *Uniform Grievance Procedure*.

Enforcement

A violation of this policy by an employee may result in discipline, up to and including discharge. A violation of this policy by a third party will be addressed in accordance with the authority of the Board in the context of the relationship of the third party to the District, e.g., vendor, parent/guardian, invitee, etc. Any person making a knowingly false accusation regarding harassment will likewise be subject to disciplinary action, which for an employee may be up to and including discharge.

Retaliation Prohibited

An employee's employment, compensation, or work assignment shall not be adversely affected by complaining or providing information about harassment. Retaliation against employees for bringing complaints or providing information about harassment is prohibited (see Board policies 2:260, *Uniform Grievance Procedure*, 2:265, *Title IX Grievance Procedure*, and 2:270, *Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited*), and depending upon the law governing the complaint, whistleblower protection may be available under the State Officials and Employees Ethics Act (5 ILCS 430/), the Whistleblower Act (740 ILCS 174/), and/or the Ill. Human

Rights Act (775 ILCS 5/).

An employee should report allegations of retaliation to his/her immediate supervisor, the Building Principal, an administrator, the Nondiscrimination Coordinator, and/or a Complaint Manager.

Employees who retaliate against others for reporting or complaining of violations of this policy or for participating in the reporting or complaint process will be subject to disciplinary action, up to and including discharge.

Recourse to State and Federal Fair Employment Practice Agencies

The District encourages all employees who have information regarding violations of this policy to report the information pursuant to this policy. The following government agencies are available to assist employees: the Ill. Dept. of Human Rights and the U.S. Equal Employment Opportunity Commission.

The Superintendent shall also use reasonable measures to inform staff members, applicants, and nonemployees of this policy, which shall include posting on the District website and/or making this policy available in the District's administrative office, and including this policy in the appropriate handbooks.

LEGAL REF.:

42 U.S.C. §2000e *et seq.*, Title VII of the Civil Rights Act of 1964; 29 C.F.R. §1604.11.

20 U.S.C. §1681 *et seq.*, Title IX of the Education Amendments of 1972; 34 C.F.R. Part 106.

5 ILCS 430/70-5(a), State Officials and Employees Ethics Act.

775 ILCS 5/2-101(E) and (E-1), 5/2-102(A), (A-10), (D-5), 5/2-102(E-5), 5/2-109, 5/5-102, and 5/5-102.2, Ill. Human Rights Act.

56 Ill. Admin.Code Parts 2500, 2510, 5210, and 5220.

Vance v. Ball State Univ., 570 U.S. 421 (2013).

Crawford v. Metro. Gov't of Nashville & Davidson Cnty., 555 U.S. 271 (2009).

Jackson v. Birmingham Bd. of Educ., 544 U.S. 167 (2005).

Oncale v. Sundowner Offshore Servs., 523 U.S. 75 (1998).

Burlington Indus. v. Ellerth, 524 U.S. 742 (1998).

Faragher v. City of Boca Raton, 524 U.S. 775 (1998).

Harris v. Forklift Systems, 510 U.S. 17 (1993).

Franklin v. Gwinnett Co. Public Schools, 503 U.S. 60 (1992).

Meritor Savings Bank v. Vinson, 477 U.S. 57 (1986).

Porter v. Erie Foods Int, Inc., 576 F.3d 629 (7th Cir. 2009).

Williams v. Waste Mgmt., 361 F.3d 1021 (7th Cir. 2004).

Berry v. Delta Airlines, 260 F.3d 803 (7th Cir. 2001).

Sangamon Cnty. Sheriff's Dept. v. Ill. Human Rights Com'n, 233 Ill.2d 125 (Ill. 2009).

CROSS REF.: 2:260 (Uniform Grievance Procedure), 2:265 (Title IX Grievance Procedure), 2:270 (Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited), 4:60 (Purchases and Contracts), 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:90 (Abused and Neglected Child Reporting), 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 7:20 (Harassment of Students Prohibited), 8:30 (Visitors to and Conduct on School Property)

ADOPTED: September 10, 2002

REVISED: June 5, 2025

REVIEWED: June 5, 2025

Lincolnwood School District 74

---

1. **ACTION TO BE TAKEN:**

_____CONSENT

_____1st READING

_____KEEP IN COMMITTEE

_____DELETE POLICY

2. **POLICY COMMITTEE TO DETERMINE:**

___ Adopt as Presented
(change "revised" & "reviewed" date)

___Adopt with Additional District Edits
(change "revised" & "reviewed" date)

___Not Adopted
(change "reviewed" date)

Document Status: Review and Monitoring

Students

7:40 Nonpublic School Students, Including Parochial and Home-Schooled Students

Part-Time Attendance[PRESSPlus1]

The District accepts nonpublic school students, including parochial and home-schooled students, who live within the District for part-time attendance in the District's regular education program on a space-available basis. Requests for part-time attendance must be submitted to the principal. All requests for attendance in the following school year must be submitted before May 1.

Students accepted for partial enrollment must comply with all discipline and attendance requirements established by the school. A private school student may attend any co-curricular activity associated with a District class in which he or she is enrolled. The parent(s)/guardian(s) of a student accepted for part-time attendance is responsible for all fees, pro-rated on the basis of a percentage of full-time fees. Transportation to and/or from school is provided to non-public school students on regular bus routes to or from a point on the route nearest or most easily accessible to the non-public school or student's home. This transportation shall be on the same basis as the District provides transportation for its full-time students. Transportation on other than established bus routes shall be the responsibility of the parent(s)/guardian(s).

Students with a Disability

The District accepts for part-time attendance those children for whom it has been determined that special education services are needed, are enrolled in nonpublic schools, and otherwise qualify for enrollment in the District. Requests must be submitted by the student's parent(s)/guardian(s). Special educational services shall be provided to such students as soon as possible after identification, evaluation, and placement procedures provided by State law, but no later than the beginning of the next school semester following the completion of such procedures. Transportation for such students shall be provided only if required in the child's individualized educational program on the basis of the child's disabling condition or as the special education program location may require.

Extracurricular Activities, Including Interscholastic Competition

A nonpublic school student is eligible to participate in: (1) interscholastic competition provided his or her participation adheres to the regulations established by any association in which the School District maintains a membership, and (2) non-athletic extracurricular activities, provided the student attends a District school for at least one-half of the regular school day, excluding lunch. A nonpublic student who participates in an extracurricular activity is subject to all policies, regulations, and rules that are applicable to other participants in the activity.

Assignment when Enrolling Full-Time in a District School

Grade placement by, and academic credits earned at, a nonpublic school will be accepted if the school has a Certificate of Nonpublic School Recognition from the Illinois State Board of Education, or, if outside Illinois, if the school is accredited by the state agency governing education.

A student who, after receiving instruction in a non-recognized or non-accredited school, enrolls in the District will: (1) be assigned to a grade level according to academic proficiency, and/or (2) have academic credits recognized by the District if the student demonstrates appropriate academic proficiency to the school administration. Any portion of a student's transcript relating to such instruction will not be considered for placement on the honor roll or computation in class rank.

Recognition of grade placement and academic credits awarded by a nonpublic school is at the sole discretion of the District. All school and class assignments will be made according to Board policy 7:30, *Student Assignment*, as well as administrative procedures implementing this policy.

LEGAL REF.:

105 ILCS 5/10-20.24 and 5/14-6.01.

CROSS REF.: 4:110 (Transportation), 6:190 (Extracurricular and Co-Curricular Activities), 7:30 (Student Assignment), 7:300 (Extracurricular Athletics)

ADOPTED: October 7, 2015

REVISED:

REVIEWED: August 6, 2020

PRESSPlus Comments

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:

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- 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 119, June 2025

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_____1st READING

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_____DELETE POLICY

2. **POLICY COMMITTEE TO DETERMINE:**

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(change "revised" & "reviewed" date)

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___Not Adopted
(change "reviewed" date)

LINCOLNWOOD SCHOOL DISTRICT 74 \ SECTION 7 - Students \

Document Status: Review and Monitoring

Students

7:90 Release During School Hours

For safety and security reasons, a prior written or oral consent of a student's custodial parent/guardian is required before a student is released during school hours: (1) at any time before the regular dismissal time or at any time before school is otherwise officially closed, and/or (2) to any person other than a custodial parent/guardian.[PRESSPlus1]

CROSS REF.: 4:170 (Safety)

ADOPTED: October 7, 2015

REVISED:

REVIEWED: June 24, 2021

PRESSPlus Comments

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:

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_____DELETE POLICY

2. **POLICY COMMITTEE TO DETERMINE:**

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(change "revised" & "reviewed" date)

___Adopt with Additional District Edits
(change "revised" & "reviewed" date)

___Not Adopted
(change "reviewed" date)

LINCOLNWOOD SCHOOL DISTRICT 74 \ SECTION 2 - Board of Education \

Document Status: Review and Monitoring

Board of Education

2:240 Board Policy Development

Board governance requires written policies. Written policies ensure legal compliance, establish board processes, articulate District ends, delegate authority, and define operating limits. Board policies also provide the process for monitoring progress toward District ends.[PRESSPlus1]

Policy Development

A Board Policy Committee will consider all policy suggestions, and provide information and recommendations to the Board.

Anyone may propose new policies, changes to existing policies, or elimination of existing policies. Staff suggestions should be processed through the Superintendent. Suggestions from all others may be made to the Board President or the Superintendent. Suggestions from members of the Board of Education may be first introduced to the policy committee or at a meeting of the Board of Education.

The Superintendent is also responsible for: (1) providing relevant policy information and data to the Board, (2) notifying those who will be affected by a proposed policy and obtaining their advice and suggestions, and (3) if requested by the Board, having policy recommendations drafted into written form for Board deliberation. The Superintendent shall seek the counsel of the school attorney when appropriate.

Policy Adoption and Dissemination

Policies or policy revisions will not be adopted at the Board meeting at which they are first introduced, except appropriate for a consent agenda because no Board discussion is required, or to meet emergency conditions or special events. Further Board consideration may be given at a subsequent meeting(s) and after opportunity for community input.

This is the procedure:

1st Reading on the Board of Education Agenda – a policy is brought forward from the Policy Committee as a new policy or an existing policy with changes. At this time, the policy is a discussion item and will be brought forward at the next month's Board of Education meeting. Between the 1st Reading and 2nd Reading, there is time for Board members and/or community members to ask questions.

2nd Reading/Adoption on the Board of Education Agenda (the next month) – a policy brought forward from the Policy Committee for a 2nd Reading is now a Discussion/Adoption item which means the policy will be discussed if necessary and then will have a motion to adopt.

Minor housekeeping changes on Policies per IASB recommendations – on Consent Agenda only of the Board of Education meeting.

The Board of Education policies are available for public inspection in the administrative office during regular office hours. Copy requests should be made under the District's Access to Public Records Policy.

Board Policy Review and Evaluation

The Board of Education will monitor its policies and consider whether any modifications are required.

Words Importing Gender

Throughout this policy manual, words importing the masculine and/or feminine gender include all gender neutral/inclusive pronouns.

Superintendent Implementation

The Board will support any reasonable interpretation of Board of Education policy made by the Superintendent. If reasonable minds differ, the Board will review policy and consider the need for further clarification.

In the absence of Board of Education policy, the Superintendent is authorized to take appropriate action.

Suspension of Policies

The Board, by a majority vote of members present at any meeting, may temporarily suspend a Board policy not established by law or contract. The failure to suspend with a specific motion does not invalidate the Board action.

LEGAL REF.:

105 ILCS 5/10-20.5.

CROSS REF.: 2:150 (Committees), 3:40 (Superintendent), 6:65 (Student Social and Emotional Development), 6:270 (Guidance and Counseling Program), 7:250 (Student Support Services), 7:290 (Suicide and Depression Awareness and Prevention)

ADOPTED: January 12, 2016

REVISED: September 2, 2021

REVIEWED: September 2, 2021

PRESSPlus Comments

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:

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Issue 119, June 2025

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_____1st READING

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_____DELETE POLICY

2. **POLICY COMMITTEE TO DETERMINE:**

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(change "revised" & "reviewed" date)

___Not Adopted
(change "reviewed" date)

Document Status: Review and Monitoring

Operational Services

4:180 Pandemic Preparedness; Management; and Recovery

The Board of Education recognizes that the District will play an essential role along with the local health department and emergency management agencies in protecting the public's health and safety during a pandemic.PRESSPlus1

A pandemic is a global outbreak of disease. Pandemics happen when a new virus emerges to infect individuals and, because there is little to no pre-existing immunity against the new virus, it spreads sustainably.

To prepare the School District community for a pandemic, the Superintendent or designee shall: (1) learn and understand how the roles that the federal, State, and local government function; (2) form a pandemic planning team consisting of appropriate District personnel and community members to identify priorities and oversee the development and implementation of a comprehensive pandemic school action plan; and (3) build awareness of the final plan among staff, students, and community.

Emergency School Closing

In the case of a pandemic, the Governor may declare a disaster due to a public health emergency that may affect any decision for an emergency school closing. Decisions for an emergency school closing will be made by the Superintendent in consultation with and, if necessary, at the direction of the Governor, Ill. Dept. of Public Health, District's local health department, emergency management agencies, and/or Intermediate Service Center.

During an emergency school closing, the Board President and the Superintendent may, to the extent the emergency situation allows, examine existing Board policies pursuant to Policy 2:240, *Board Policy Development*, and recommend to the Board for consideration any needed amendments or suspensions to address mandates that the District may not be able to accomplish or implement due to a pandemic.

Board Meeting Procedure; No Physical Presence of Quorum and Participation

by Audio or Video

A disaster declaration related to a public health emergency may affect the Board's ability to meet in person and generate a quorum of members who are physically present at the location of a meeting. Policy 2:220, *Board of Education Meeting Procedure*, governs Board meetings by video or audio conference without the physical presence of a quorum.

Payment of Employee Salaries During Emergency School Closures

The Superintendent shall consult with the Board to determine the extent to which continued payment of salaries and benefits will be made to the District's employees, pursuant to Board policies 3:40, *Superintendent*, 3:50, *Administrative Personnel Other Than the Superintendent*, 5:35, *Compliance with the Fair Labor Standards Act*, 5:200, *Terms and Conditions of Employment and Dismissal*, and 5:270, *Employment At-Will, Compensation, and Assignment*, and consistent with: (1) applicable laws, regulations, federal or State or local emergency declarations, executive orders, and agency directives; (2) collective bargaining agreements and any bargaining obligations; and (3) the terms of any grant under which an employee is being paid.

Suspension of In-Person Instruction; Remote and/or Blended Remote Learning Day Plan(s)

When the Governor declares a disaster due to a public health emergency pursuant to 20 ILCS 3305/7, and the State Superintendent of Education declares a requirement for the District to use *Remote Learning Days* or *Blended Remote Learning Days*, the Superintendent shall approve and present to the Board for adoption a Remote and/or Blended Remote Learning Day Plan (Plan) that:

1. Recommends to the Board for consideration any suspensions or amendments to curriculum-related policies to reduce any Board-required graduation or other instructional requirements in excess of minimum curricular requirements specified in School Code that the District may not be able to provide due to the pandemic;
2. Implements the requirements of 105 ILCS 5/10-30; and
3. Ensures a plan for periodic review of and/or amendments to the Plan when needed and/or required by statute, regulation, or State guidance.

LEGAL REF.:

105 ILCS 5/10-16.7, 5/10-20.5, 5/10-20.56, and 5/10-30.

5 ILCS 120/2.01 and 120/7(e), Open Meetings Act.

20 ILCS 2305/2(b), Ill. Dept. of Public Health Act (Part 1).

20 ILCS 3305/, Ill. Emergency Management Agency Act.

115 ILCS 5/, Ill. Educational Labor Relations Act.

CROSS REF.: 1:20 (District Organization, Operations, and Cooperative Agreements), 2:20 (Powers and Duties of the Board of Education; Indemnification), 2:220 (Board of Education Meeting Procedure), 2:240 (Board Policy Development), 3:40 (Superintendent), 3:50 (Administrative Personnel Other Than the Superintendent), 3:70 (Succession of Authority), 4:170 (Safety), 5:35 (Compliance with the Fair Labor Standards Act), 5:200 (Terms and Conditions of Employment and Dismissal), 5:270 (Employment At-Will, Compensation, and Assignment), 6:20 (School Year Calendar and Day), 6:60 (Curriculum Content), 6:300 (Graduation Requirements), 7:90 (Release During School Hours), 8:100 (Relations with Other Organizations and Agencies)

ADOPTED: March 7, 2013

REVISED: September 3, 2020

REVIEWED: September 3, 2020

PRESSPlus Comments

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:

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Issue 119, June 2025

1. **ACTION TO BE TAKEN:**

_____CONSENT

_____1st READING

_____KEEP IN COMMITTEE

_____DELETE POLICY

2. **POLICY COMMITTEE TO DETERMINE:**

___ Adopt as Presented
(change "revised" & "reviewed" date)

___Adopt with Additional District Edits
(change "revised" & "reviewed" date)

___Not Adopted
(change "reviewed" date)

LINCOLNWOOD SCHOOL DISTRICT 74 \ SECTION 5 - Personnel \ Educational Support Personnel \

Document Status: Review and Monitoring

Educational Support Personnel

5:270 Employment At-Will, Compensation, and Assignment

Employment At-Will[PRESSPlus1]

Unless otherwise specifically provided, District employment is at-will, meaning that employment may be terminated by the District or employee at any time for any reason, other than a reason prohibited by law, or no reason at all. Nothing in School Board policy is intended or should be construed as altering the employment at-will relationship.

Exceptions to employment at-will may include employees who are employed annually, have an employment contract, or are otherwise granted a legitimate interest in continued employment. The Superintendent is authorized to make exceptions to employing non-licensed employees at-will but shall maintain a record of positions or employees who are not at-will.

Compensation and Assignment

The School Board will determine salary and wages for educational support personnel. Increments are dependent on evidence of continuing satisfactory performance. An employee covered by the overtime provisions in State or federal law shall not work overtime without the prior authorization from the employee's immediate supervisor. Educational support personnel are paid twice a month. The Superintendent is authorized to make assignments and transfers of educational support personnel.

LEGAL REF.:

105 ILCS 5/10-22.34 and 5/10-23.5.

CROSS REF.: 5:10 (Equal Employment Opportunity and Minority Recruitment) 5:35 (Compliance with the Fair Labor Standards Act), 5:290 (Employment Termination and Suspensions), 5:310 (Compensatory Time-Off)

ADOPTED: October 7, 2015

REVISED: January 7, 2021

REVIEWED: January 7, 2021

PRESSPlus Comments

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:

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___Not Adopted
(change "reviewed" date)

LINCOLNWOOD SCHOOL DISTRICT 74 \ SECTION 7 - Students \

Document Status: Review and Monitoring

Students

7:130 Student Rights and Responsibilities

All students are entitled to enjoy the rights protected by the U.S. and Illinois Constitutions and laws for persons of their age and maturity in a school setting. In order that the right of every student to the free right to the free exercise of religion is guaranteed within the public schools and that each student has the freedom to not be subject to pressure from the State either to engage in or to refrain from religious observation on public school grounds, students in the public schools may voluntarily engage in individually initiated, non-disruptive prayer that, consistent with the Free Exercise and Establishment Clauses of the United States and Illinois Constitutions, is not sponsored, promoted, or endorsed in any manner by the school or any school employee (Source: P.A. 92-832, §5.) Students should exercise these rights reasonably and avoid violating the rights of others. Students who violate the rights of others or violate District policies or rules will be subject to disciplinary measures.PRESSPlus1

Students may, during the school day, during non-instructional time, voluntarily engage in individually or collectively initiated, non-disruptive prayer or religious-based meetings that, consistent with the Free Exercise and Establishment Clauses of the U.S. and Illinois Constitutions, are not sponsored, promoted, or endorsed in any manner by the school or any school employee. *Non-instructional time* means time set aside by a school before actual classroom instruction begins or after actual classroom instruction ends.

LEGAL REF.:

20 U.S.C. §7904.

105 ILCS 20/5.

Tinker v. Des Moines Independent School District, 89 S.Ct. 733 (1969).

CROSS REF.: 7:140 (Search and Seizure), 7:150 (Government Agency and Law Enforcement Interviews of Students at School), 7:160 (Student Appearance), 7:190 (Student Behavior)74

ADOPTED: September 10, 2002

REVISED: December 9, 2015

REVIEWED: May 7, 2020

PRESSPlus Comments

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:

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LINCOLNWOOD SCHOOL DISTRICT 74 \ SECTION 7 - Students \

Document Status: Review and Monitoring

Students

7:325 Student Fundraising Activities

No individual or organization is allowed to ask students to participate in fundraising activities while the students are on school grounds during school hours or during any school activity. Exceptions are:[PRESSPlus1]

1. School-sponsored student organizations; and
2. Parent organizations and booster clubs that are recognized pursuant to policy 8:90, *Parent Organizations and Booster Clubs*.

The Superintendent or designee shall manage student fundraising activities in alignment with the following directives:

1. Fundraising efforts shall not conflict with instructional activities or programs.
2. For any school that participates in the School Breakfast Program or the National School Lunch Program, fundraising activities involving the sale of food and beverage items to students during the school day while on the school campus must comply with the Ill. State Board of Education rules concerning the sale of competitive food and beverage items.
3. Participation in fundraising efforts must be voluntary.
4. Student safety must be paramount, and door-to-door solicitations are discouraged.
5. For school-sponsored student organizations, a school staff member must supervise the fundraising activities and the student activity funds treasurer must safeguard the financial accounts.
6. The fundraising efforts must be to support the organization's purposes and/or activities, the general welfare, a charitable cause, or the educational experiences of students generally.
7. The funds shall be used to the maximum extent possible for the designated purpose.
8. Any fundraising efforts that solicit donor messages for incorporation into school property, e.g., tiles or bricks, or placement upon school property, e.g., posters or placards, must:

a. Develop viewpoint neutral guidelines for the creation of messages;
b. Inform potential donors that all messages are subject to review and approval, and that messages that do not meet the established guidelines must be resubmitted or the donation will be returned; and
c. Place a disclaimer on all fundraising information and near the completed donor messages that all messages are "solely the expression of the individual donors and not an endorsement by the District of any message's content."

LEGAL REF.:

105 ILCS 5/10-20.19(3).

23 Ill.Admin.Code Part 305, School Food Service.

CROSS REF.: 4:90 (Student Activity and Fiduciary Funds), 4:120 (Food Services), 8:80 (Gifts to the District), 8:90 (Parent Organizations and Booster Clubs)

ADOPTED: October 7, 2015

REVISED:

REVIEWED: May 7, 2020

PRESSPlus Comments

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LINCOLNWOOD SCHOOL DISTRICT 74 \ SECTION 8 - Community Relations \

Document Status: Review and Monitoring

Community Relations

8:110 Public Suggestions and Concerns

Please refer to the current "Agreement between the Board of Education, School District #74, Lincolnwood, Illinois, and the Lincolnwood Teacher's Association, Local 1274 IFT/AFT, AFL-CIO and the Lincolnwood Support Staff Union, Local 1274 IFT/AFT, AFL-CIO for additional information, if applicable."PRESSPlus1

The Board of Education is interested in receiving valid suggestions and concerns from members of the community. Any individual may make a suggestion or express a concern by contacting any District or School office. Community members who e-mail the District or any District employee or board member are expected to abide by the standards in Board policy 6:235, *Access to Electronic Networks,* and should, to the extent possible, limit their communications to relevant individuals. All suggestions and/or concerns will be referred to the appropriate level staff member or District administrator who is most able to respond in a timely manner. Each concern or suggestion shall be considered on its merit.

An individual who is not satisfied after following the channels of authority, may file a grievance under Board policy 2:260, *Uniform Grievance Procedure*. Neither this policy nor the *Uniform Grievance Procedure* create an independent right to a hearing before the Board.

Discipline

Complaints Against Teachers

Please refer to the current "Agreement between the Board of Education, School District #74, Lincolnwood, Illinois, and the Lincolnwood Teacher's Association, Local 1274 IFT/AFT, AFL-CIO for additional information, if applicable."

LEGAL REF.:

115 ILCS 5/14(c-5), Ill. Educational Labor Relations Act.

CROSS REF.: 2:140 (Communications to and from the Board), 2:230 (Public Participation at Board of Education Meetings and Petitions to the Board), 2:260 (Uniform Grievance Procedure), 3:30 (Chain of Command), 6:235 (Access to Electronic Networks), 6:260 (Complaints About Curriculum, Instructional Materials and Programs), 8:10 (Connection with the Community)

ADOPTED: April 6, 2011

REVISED: September 2, 2021

REVIEWED: September 2, 2021

Comments: Brian Bare asked us include for additional information, if applicable for all such policies 9/2/21

PRESSPlus Comments

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

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