

NOTICE

A Quorum of Board of Education Members
of
Diamond Lake School District 76

may be in attendance at the
Regular Meeting

At

West Oak Middle School Cafeteria
26156 N Acorn Lane
Mundelein, Illinois 60060

on

Tuesday, April 7, 2020 at 7:00 PM

- I. Call to Order / Roll Call
- II. Pledge of Allegiance
- III. Public Comments (Agenda Items Only)
- IV. Presentations
- A. Distance Learning Opportunities Showcase
- V. Business Agenda
 - A. Administrative: Review Omnibus Vote Agenda Items
 - B. Administrative: Review Resolution for Emergency Suspension of Policy due to COVID-19
 - C. Administrative: Review Resolution to Approve Procurement Card
 - D. Administrative: Review Chief School Business Official (CSBO) Title Change
 - E. Administrative: First Reading of PRESS 103
 - F. Personnel: Approve Resolution of New Hire and Leave of Absence:
Action
 - 1. New Hire(s):
 Denisa Kerekes; DW, School Psychologist; Effective:
 August 2020

2. Leave of Absence(s):

Ms. Kazuk DLS, School Social Worker; Effective:
8/26/2020-11/13/2020

VI. Board Discussion

VII. Freedom of Information Requests (0)

VIII. Notices and Communications

A. BOE Calendar

IX. Public Comments and Petitions (Non-Agenda Items)

X. Others

A. D76 Stimulus Additional Funds

B. Property Tax Collection

C. Food Service Extension

XI. Executive Session

1. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity. 5 ILCS 120/2(c)(1).

2. Student disciplinary cases. 5 ILCS 120/2(c)(9).

XII. Adjournment



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BOARD OF EDUCATION
COMMITTEE OF THE WHOLE MEETING
Tuesday, April 7, 2020

Presentation: [Distance Learning Opportunities](#)



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BOARD OF EDUCATION
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The resolution is being submitted for approval at the Business Meeting on April 21, 2020.

AGENDA ITEM V-A

Administrative: Approve Omnibus Vote Agenda

Items under the Omnibus Vote Agenda are considered routine and/or non controversial and will be approved by one motion. If any one Board member, staff, administrator, or citizen wishes to have a separate vote on any item or items, that item or items will be pulled from the Omnibus Vote Agenda and voted on separately.

BE IT RESOLVED, that the Diamond Lake 76 Board of Education accepts and approves the Omnibus Vote Agenda, Items A thru E as listed:

- A. Approval of Minutes

Committee of the Whole Minutes	4/07/2020
Business Meeting Minutes	3/17/2020
Executive Session	4/07/2020

- B. Approve Destruction of Audio Recordings of Executive Session Minutes:

8/21/2019, 9/04/2018

- C. Acceptance of Treasurer’s Report 3/2020

- D. Approval of Payrolls 3/15/2020, 3/30/2020*

- E. Approval of Current Bills:

Education Fund:	\$
West Oak Activity Fund	\$
Operations/Maintenance Fund:	\$
Debt Service Fund:	\$
Transportation Fund:	\$
Capital Outlay:	\$
TOTAL	\$

*Pre-approval of Payrolls not to exceed \$400,000.00 each.



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BOARD OF EDUCATION
COMMITTEE OF THE WHOLE MEETING
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The resolution is being submitted for approval at the Business Meeting on April 21, 2020.

AGENDA ITEM V-B

Administrative: Emergency Suspension of Policy Due to COVID-19 Pandemic

WHEREAS, Section 10-16.7 of the School Code (105 ILCS 5/10-16.7) requires school boards to direct, through policy, the superintendent in his or her charge of the administration of the school district;

WHEREAS the School Board has adopted Policy 2:240, *Board Policy Development*, which authorizes the board to adopt, revise, and temporarily suspend board policies;

WHEREAS, on March 9, 2020, Illinois Governor Pritzker declared all counties in Illinois as disaster areas pursuant to Section 7 of the Illinois Emergency Management Act (20 ILCS 3305/7) and directed implementation of the State’s Emergency Operations Plan in response to the novel coronavirus (COVID-19);

WHEREAS, on March 11, 2020, the World Health Organization characterized COVID-19 as a pandemic;

WHEREAS, on March 13, 2020, the U.S. President declared a national state of emergency and Governor Pritzker ordered the closure of all public and private K-12 schools in Illinois until March 30, 2020, in an effort to mitigate the spread of COVID-19;

WHEREAS, on March 20, 2020, Governor Pritzker extended the closure of all public and private K-12 schools in Illinois until April 7, 2020; and

WHEREAS, the Illinois State Board of Education (ISBE), which has authority to administer attendance and school calendar requirements, to interpret graduation requirements, and to oversee the allocation of resources for nutrition, transportation, and other crucial aspects of public education is providing written guidance to Illinois school boards and their districts on issues related to COVID-19, including but not limited to student attendance, e-learning, meal distribution, transportation, special education, and other issues;

THEREFORE BE IT RESOLVED, by the Diamond Lake School District 76 Board of Education of Lake County, Illinois, as follows:

Section 1: The Board suspends subheads and/or other provisions of its board policies and/or whole policies, as identified previously by the Board or if not previously identified by the Board, as identified



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together by the Board President and Superintendent, if such suspension is necessary to implement Executive Orders of the Governor and/or written guidance from ISBE relating to COVID-19, including any subsequent orders by the Governor to close schools, if any.

Section 2: The Superintendent will consult with the Board President, and as soon as practicable, but in any event prior to the emergency closure and efforts to implement written guidance from local, State, and federal health and government agencies, report to the Board regarding such emergency closure and efforts to implement written guidance.

Section 3: The Superintendent is authorized, after consultation with the Board President and notification to the Board, to close any school building or District facility without further action by the Board. Such closure shall continue during the emergency created by the COVID-19 pandemic until such time as the Superintendent, in consultation with appropriate local, State, and federal health and government authorities, deems it in the best interests of the District and its students to open schools.

Section 4: The Superintendent is authorized after notifying the Board President, based upon the needs of the District and the guidance from local, State, and federal health and government agencies, to direct staff assignments during District closures, including but not limited to essential employees who must physically report to work, and employees whose services are not needed.

Section 5: Access to the District's school grounds and school buildings or facilities may be limited as directed by the Superintendent during District closures relating to COVID-19.

Section 6: In the interest of public health, and in accordance with the Governor's Executive Order 2020-07 and subsequent guidance issued by the Illinois Attorney General, the Board may conduct open public meetings remotely via telephonic or electronic means, providing opportunity for public access and comment in accordance with the COVID-19 guidance of the Attorney General. The Board reserves the right to adjust board meeting dates, times, and locations during the District-wide emergency closure(s) in a manner consistent with the Open Meetings Act and issued COVID-19 guidance from the Illinois Attorney General, and notes that any or all Board members may attend board meetings remotely.

Section 7: Execution of this Resolution is conclusive evidence of the Board's approval of this action and of the authority granted herein. The Board warrants that it has, and at the time of this action had, full power and lawful authority to adopt this instrument. The Board intends that the Board President has the authority to bind the Board and District and will sign this Resolution after the Board adopts it, but any signature line in this Resolution not signed by the Board President or Board Secretary may be deemed through email communications as an intent to enter into this Resolution with the same force and effect as an original executed signed document pursuant to the Illinois Electronic Commerce Security Act (5 ILCS 175/1).



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Adopted this _____ day of _____, 20 ____.

Attested by: _____, Board President

Attested by: _____, Board Secretary



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BOARD OF EDUCATION
COMMITTEE OF THE WHOLE MEETING
Tuesday, April 7, 2020

The resolution is being submitted for approval at the Business Meeting on April 21, 2020.

AGENDA ITEM V-B

Administrative: Review Resolution to Approve Procurement Card

BE IT RESOLVED, the Diamond Lake 76 Board of Education approves the recommendation to secure procurement cards for each authorized employee of the District under such terms and conditions as approved by the Board.

**Resolution Authorizing
Issuance Of
Individual Procurement
Cards**

WHEREAS, the City Council or Board of the _____
municipality has the authority to enter into an agreement with the Bank of Montreal for purchasing cards; and
(any other WHEREAS statements the Council/Board wishes to add are acceptable, but not required).

NOW, THEREFORE, BE IT RESOLVED by the Council/Board of the _____ that the
President/Chairman/Treasurer/Clerk are authorized to enter into an Agreement with the Bank of Montreal to
secure Procurement Cards for each authorized employee of the municipality under such terms and conditions
as approved by the Council/Board.

The Council/Board authorizes the Municipality's Business Manager/CFO to execute a p-Card program
agreement on its behalf.

(The resolution may include any other BE IT RESOLVED statements the Council/Board desires, but these are
not required to participate)

Approved this _____ day of _____ 20__.

Ayes _____

Nays _____

President/Chairman _____

Date _____



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COMMITTEE OF THE WHOLE MEETING
Tuesday, April 7, 2020

The resolution is being submitted for approval at the Business Meeting on April 21, 2020.

AGENDA ITEM V-B

Administrative: Review Resolution to Approve Chief School Business Official (CSBO) Title Change

BE IT RESOLVED, the Diamond Lake 76 Board of Education approves the recommendation for Mr. Rogers' title change to Director of Finance and Operations/CSBO (Chief School Business Official) effective July 1, 2020.



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COMMITTEE OF THE WHOLE MEETING
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AGENDA ITEM V-E

Administrative: First Reading of PRESS 103 Policies

The following will be included for approval at the Business Meeting on Tues, April 21, 2020.

WHEREAS policy creation and updates and changes to adopted policies are provided for District 76 through the subscription to Policy Reference Educational Subscription Service (PRESS) from the Illinois Association of School Boards (IASB); and

WHEREAS the Policy Committee reviewed the policies and a First Reading of the policies was held at the April 7, 2020 Board Committee of the Whole Meeting.

THEREFORE BE IT RESOLVED, the Diamond Lake School District 76 Board of Education moves to approve the policy changes as presented and reviewed in IASB PRESS Issue 103.

2:125	Board Member Compensation Expenses
2:125-E1	Board Member Expense Reimbursement Form
2:125-E2	Board Member Estimated Expense Approval Form
2:150-AP	Superintendent Committees
2:160	Board Attorney
2:160-E	Checklist for Selecting a Board Attorney
4:50	Payment Procedures
4:60-AP4	Federal and State Award Procurement Procedures
4:170-AP6, E1	School Staff AED Notification Letter
5:35	Compliance with the Fair Labor Standards Act
5:35-AP1	Fair Labor Standards Act Exemptions
5:50	Drug and Alcohol-Free Workplace; E-Cigarette, Tobacco and Cannabis Prohibition
5:60	Expenses
5:60-AP	Federal and State Grant Travel Expense Procedures
5:60-E1	Employee Expense Reimbursement Reimbursement Form
5:60-E2	Employee Estimated Expense Approval Form
5:90-AP	Coordination with Children’s Advocacy Center
5:120-AP1	Statement of Economic Interests for Employees
5:150	Personnel Records
5:210	Resignations
6:120-AP1	Special Education Procedures Assuring the Implementation of Comprehensive Programming for Children with Disabilities



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6:135	Accelerated Placement Program
6:135-AP	Accelerated Placement Program Procedures
6:235	Access to Electronic Networks
6:280	Grading and Promotion
7:70	Attendance and Truancy
7:90	Release During School Hours
7:130	Student Rights and Responsibilities
7:190-E2	Student Handbook Checklist
7:325	Student Fundraising Activities
7:235-E	Application and Procedures to Involve Students in Fundraising Activities
8:10	Connection with the Community
8:30	Visitors to and Conduct on School Property
8:30-E1	Letter to Parent Regarding Visits to School by Child Sex Offenders
8:30-E2	Child Sex Offender's Request for Permission to Visit School Property
8:80	Gifts to the District
8:110	Public Suggestions and Concerns

Update Memo


Please distribute to board members and appropriate staff.

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Online Instructions

Please follow these three easy steps to log in to **PRESS**:

1. Go to www.iasb.com and click on the yellow **Member Login** button.

2. Log in using your email address and password.
 - If you do not know your password, do not create a new account; reset your password using your district email address.
 - If you are still having difficulty logging in, please contact your District's Superintendent or Administrative Assistant to make sure you are listed as an authorized user on the District Roster.
 - If you continue to have difficulty logging in to www.iasb.com, please contact Kat Barone at kbarone@iasb.com.
3. Under **My Account Links**, click on **PRESS Login**.

PRESS

Policy Reference Education Subscription Service

This publication is designed to provide information only and is not a substitute for legal advice from the Board Attorney. If you have any questions, please contact Kimberly Small, IASB General Counsel and PRESS Editor, 630/629-3776, ext. 1226; Maryam Brotine, Assistant General Counsel and Assistant PRESS Editor, 630/629-3776, ext. 1219; or Debra Jacobson, Assistant General Counsel and Assistant PRESS Editor, 630/629-3776, ext. 1211.

Please share this **PRESS** Update Memo with all board members and appropriate staff.

Two other important components of **PRESS** may be viewed and downloaded from **PRESS Online**: Committee Worksheets and the updated **Policy Reference Manual (PRM)** pages.

The Committee Worksheets, found by selecting a **PRESS Issue** at the top of the **PRESS Online** Table of Contents, show suggested changes to **PRESS** materials by striking out deleted words and underscoring new words.

Updated **PRM** pages can be found in the IASB POLICY REFERENCE MANUAL Table of Contents. For visual instruction about how to download **PRM** pages and use them to update your policy manual, please go to www.iasb.com/policy/ to view the **PRESS** video tutorial located under the header entitled: **PRESS – Policy Reference Education Subscription Service**.

PRESS Bundles

Each bundle summarizes the global reasons for changes to all materials that are listed.

Specific details about how each piece of material changed, e.g., legislation, administrative rules, **PRESS** Advisory Board feedback, quality assurance, five-year review items, etc., are explained in numerical order in the **Revisions to Policies, Administrative Procedures, and Exhibits** table beginning on p. 5.

Please spend time reviewing the **PRESS Online** Committee Worksheets for these materials, which will provide further, more on-the-spot detailed explanations in the footnotes, along with added comment boxes by the **PRESS** Editors when necessary.

Have feedback on PRESS materials?

Click on the **PRESS** Feedback Button, located on the header bar of **PRESS Online**. For answers to more immediate questions about **PRESS** content, please contact a **PRESS** editor directly.

Veto Session Updates

In November 2019, the Illinois General Assembly returned to Springfield for the Fall Veto Session to consider a mix of veto overrides, new proposals, and unfinished business from the spring. What resulted were three major pieces of legislation that impact school boards and the **PRM**.

First, the Cannabis Regulation and Tax Act (CRTA), 410 ILCS 705/, was amended by P.A. 101-593, a trailer bill related to the legalization of recreational cannabis, to clarify workplace drug testing and other issues, including protections for Illinois employers' drug testing policies. It clarifies that the CRTA allows employers to maintain zero-tolerance drug-free workplace policies (there was concern because the Right to Privacy in the Workplace Act prohibits employers from disciplining employees for their use of *lawful products off-the-clock*). It also clarifies that employers may do reasonable and nondiscriminatory pre- and post-hiring and random drug tests for cannabis.

Second, Illinois provided a pro-labor response to the United States Supreme Court's June 2018 *Janus* decision (finding that public employees cannot be compelled to pay *fair share* union dues) with legislation amending the following statutes:

1. The Ill. Educational Labor Relations Act (IELRA), 115 ILCS 5/, amended by P.A. 101-620, (a) expands union access to employees during the work day, (b) requires employers to establish email policies in an effort to prohibit the use of its email system by outside sources, (c) prohibits districts from disclosing certain personal information of employees, and (d) requires districts to provide unions notice of any third party requests for such information.
2. The Freedom of Information Act, 5 ILCS 140/7.5, amended by P.A. 101-620, specifically exempts from disclosure the types of employee information now prohibited from disclosure under the IELRA.

Third, 10 ILCS 5/7-42 and 10 ILCS 5/17-15, amended by P.A. 101-624, eff. 6-1-20, provide that beginning on the 15th day before a primary, general, or special election or on the day of any such election, any student who is eligible to vote is entitled to be absent for two hours during the school day to vote. Districts may specify the hours during which eligible students may be absent from their schools.

The following **PRESS** materials make up this important bundle:

- 5:50, Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition
- 5:120-AP1, Statement of Economic Interests for Employees
- 5:150, Personnel Records
- 5:280, Duties and Qualifications
- 6:235, Access to Electronic Networks
- 7:70, Attendance and Truancy
- 7:90, Release During School Hours
- 8:30, Visitors to and Conduct on School Property
- 8:110, Public Suggestions and Concerns

PRESS Terminology

What are the meanings of the "AP" and "E" after certain policy numbers?

The **PRESS Policy Reference Manual (PRM)** is an encyclopedia of sample board policies, administrative procedures, and exhibits. They are all in numerical order for easy reference. **PRESS** recommends that local school districts maintain separate board policy and administrative procedure manuals to help distinguish for the board, staff, students, parents, and community members, the distinction between board documents and staff documents, board work, and staff work.

Policy. The board develops policies with input from various sources like district administrators, the board attorney, and **PRESS** materials. The board then formally adopts the policies, often after more than one consideration.

After adoption by the board, each policy should have an adoption date.

Administrative Procedures. Administrative procedures are developed by the superintendent, administrators, and/or other district staff members. The staff develops the procedures that guide implementation of the policies. Administrative procedures are not adopted by the board, which allows the superintendent and staff the flexibility they need to keep the procedures current. **PRESS** sample procedures are numbered to correspond with the policies that they implement for easy reference. For example, policy 6:190's related administrative procedure is 6:190-AP.

It is important to remember that administrative procedures do not require formal board adoption and are not included in a board policy manual.

Exhibits. Both board policies and administrative procedures may have related exhibits. Exhibits provide information and forms intended to be helpful to the understanding or implementation of either a board policy or administrative procedure, and they do not require formal board adoption. **PRESS** sample exhibits are numbered to correspond to the related board policy or administrative procedure. For example, board policy 2:70 has a related exhibit numbered 2:70-E. Administrative procedure 7:340-AP1 has a related exhibit numbered 7:340-AP1, E.

Exhibits labeled with an "E" may provide guidance for board work or staff work. Those providing guidance for board work should be dated for implementation by the board. Those providing guidance for the staff should be dated for implementation by the administrative staff.

Administrative procedures exhibits, always labeled with the "AP, E" format should be dated for implementation by the administrative staff.

Grant Accountability & Transparency Act

As part of its grant oversight function, the Ill. State Board of Education (ISBE) plans to conduct field testing in the area of travel expenses under federal and State grants during the 2020-2021 school year. In anticipation of this monitoring activity, the **PRESS** Editors have collaborated with ISBE's Federal and State Monitoring Department to revise existing and develop new **PRESS** materials to ensure they reflect the policy and procedure requirements of the federal uniform guidance for grants and the Grant Accountability and Transparency Act (GATA). The **PRESS** Editors thank ISBE for its continuing collaboration on GATA-related issues.

The following **PRESS** materials are updated:

- 2:125, Board Member Compensation; Expenses
- 2:125-E1, Board Member Expense Reimbursement Form - **REWRITTEN**
- 2:125-E2, Board Member Estimated Expense Approval Form - **REWRITTEN**
- 4:60-AP4, Federal and State Award Procurement Procedures
- 5:60, Expenses
- 5:60-AP, Federal and State Grant Travel Expense Procedures - **NEW**
- 5:60-E1, Employee Expense Reimbursement Form - **REWRITTEN**
- 5:60-E2, Employee Estimated Expense Approval Form - **REWRITTEN**

Coordinating with Children's Advocacy Centers

As noted in **PRESS** Issue 102, a new School Code provision created by Public Act 101-531, 105 ILCS 5/22-85 (final citation pending), requires that districts within a county served by an accredited Children's Advocacy Center (CAC) coordinate with the CAC when an *alleged incident of sexual abuse* is reported to DCFS. Following consultation with the CAC, we have created new 5:90-AP, *Coordination with Children's Advocacy Center*, to assist districts with compliance. Districts

are encouraged to contact their local CAC to customize this procedure prior to implementation.

The following **PRESS** materials are included in this bundle:

- 2:150-AP, Superintendent Committees
- 5:90-AP, Coordination with Children's Advocacy Center - **NEW**

Miscellaneous

The following **PRESS** materials are updated due to miscellaneous legislative, administrative rule, clean-up, and/or continuous review changes. These are also detailed in the **Revisions to Policies, Administrative Procedures, and Exhibits Table** in numerical order beginning on p. 5.

The following **PRESS** materials are included in this catch-all bundle:

- 5:35, Compliance with the Fair Labor Standards Act
- 5:35-AP1, Fair Labor Standards Act Exemptions
- 5:210, Resignations
- 6:135, Accelerated Placement Program
- 6:135-AP, Accelerated Placement Program Procedures
- 6:280, Grading and Promotion
- 7:190-E2, Student Handbook Checklist

Five-Year Review Updates

PRESS Editors have a quality assurance goal to ensure that each piece of the 1000+ page IASB **PRESS PRM** is reviewed at least every five years. The **PRM** contains approximately 175 policies and procedures. These are also detailed in the **Revisions to Policies, Administrative Procedures, and Exhibits Table** in numerical order beginning on p. 5.

The following **PRESS** materials are updated in response to five-year reviews:

- 2:160, Board Attorney
- 2:160-E, Checklist for Selecting a Board Attorney - **REWRITTEN**
- 4:50, Payment Procedures
- 4:170-AP6, E1, School Staff AED Notification Letter
- 6:120-AP1, Special Education Procedures Assuring the Implementation of Comprehensive Programming for Children with Disabilities

- 7:130, Student Rights and Responsibilities
- 7:325, Student Fundraising Activities
- 7:325-E, Application and Procedures to Involve Students in Fundraising Activities
- 8:10, Connection with the Community
- 8:30-E1, Letter to Parent Regarding Visits to School by Child Sex Offenders
- 8:30-E2, Child Sex Offender's Request for Permission to Visit School Property
- 8:80, Gifts to the District

Please also spend time reviewing the **PRESS Online** Committee Worksheets for these materials, which will provide further, more on-the-spot detailed explanations in the footnotes, along with added comment boxes by the **PRESS** Editors when necessary.

Progress Report — The contents of this table frequently change.

Topics	Our Response
<p>Coronavirus COVID-19</p> <p>The Novel Coronavirus (COVID-19) outbreak in China has since spread throughout parts of the world, including the United States. The Centers for Disease Control and Prevention has guidelines on planning, preparing, and responding to COVID-19 for US Childcare Programs and K-12 Schools, found here: www.cdc.gov/coronavirus/2019-ncov/specific-groups/guidance-for-schools.html. The Ill. Dept. of Public Health also maintains a COVID-19 webpage, with a subpage dedicated to Schools Guidance, at: www.dph.illinois.gov/topics-services/diseases-and-conditions/diseases-a-z-list/coronavirus/schools-guidance.</p>	<p>Refer to PRESS policy 4:180, <i>Pandemic Preparedness</i>, and its administrative procedures.</p>
<p>Title IX Proposed Rules</p> <p>The U.S. Dept. of Education proposed revised regulations implementing Title IX of the Education Amendments Act of 1972 (Title IX) and accepted public comment on them through 1-31-19. Those comments are currently under review but there is no deadline by which the proposed regulations must be finalized.</p>	<p>No PRESS materials are affected at this time. We will monitor the situation and update materials when necessary.</p>
<p>Implementation Date Delayed for Amendments to 105 ILCS 5/14-8.02f(c)</p> <p>In August 2019, 105 ILCS 5/14-8.02f(c), amended by P.A. 101-515, required that no later than three (was five) days prior to an Individualized Education Program meeting, districts must provide parents/guardians with copies of all written material that will be considered during the meeting. During the veto session, 105 ILCS 5/14-8.02f(c), amended by P.A. 101-598, delayed the implementation date to 7-1-20.</p>	<p>No PRESS materials are affected. Ill. Council of School Attorneys <i>Special Education Procedures Assuring the Implementation of Comprehensive Programming for Children with Disabilities</i> (Revised May 2015, published by ICSEA) will be updated mid-2020.</p>
<p>Updated Asthma Medication Rules</p> <p>105 ILCS 5/22-33, amended by P.A. 100-726, made changes that permit schools to establish a policy providing for the stocking and use of undesignated asthma medication. ISBE responded by updating the rules governing undesignated medications at 23 Ill.Admin.Code §1.540. See 44 Ill. Reg. 1929.</p>	<p>No PRESS materials are affected.</p>
<p>Time Out/Seclusion/Restraint</p> <p>In November 2019, ISBE issued emergency rules prohibiting the use of isolated time out and physical restraint. In December 2019, ISBE amended the emergency rules to allow the limited use of supine physical restraint. In February 2020, ISBE again amended the emergency rules to allow the limited use of isolated time out. The Special Education Committee of the Ill. Council of School Attorneys collaborated with ISBE on guidance regarding the emergency rules, at: www.isbe.net/Documents/Guidance-FAQs-Time-out-Restraint.pdf.</p> <p>Permanent rules governing the use of time out, isolated time out, and restraint are pending via the administrative rulemaking process, and numerous bills related to time out, seclusion, and restraint are being considered by the General Assembly.</p>	<p>No PRESS materials are affected at this time. We will monitor the situation, collaborate with ISBE, and update materials when necessary.</p>

Progress Report — *continued*

Topics	Our Response
<p>Transgender Task Force Report</p> <p>On 1-10-20, the Affirming and Inclusive Schools Task Force delivered a report to the Governor detailing recommended procedures and best practices for K-12 schools to support transgender, nonbinary, and gender nonconforming students. The report is available online at: www2.illinois.gov/HISNews/21019-Affirming_and_Inclusive_Schools_Task_Force_Report.pdf. ISBE non-regulatory guidance documents and resources are available here: www.isbe.net/supportallstudents.</p>	<p>No PRESS materials are affected at this time; please see footnote two of PRESS policy 7:10, <i>Equal Educational Opportunities</i>, for more information specific to this topic. We will monitor the situation, collaborate with ISBE, and update materials if necessary.</p>

Revisions to Policies, Administrative Procedures, and Exhibits

Number and Title	Revision Descriptions	<input checked="" type="checkbox"/>
2:125, Board Member Compensation; Expenses	The policy, Legal References, and footnotes are updated in response to the Grant Accountability and Transparency Act (GATA), 30 ILCS 708/, and in anticipation of grant monitoring activity by the Ill. State Board of Education (ISBE) during the 2020-21 school year. A new subhead, Additional Requirements for Travel Expenses Charged to Federal and State Grants , is added. Continuous improvement updates and minor style changes are also made to the policy and footnotes.	<input type="checkbox"/>
2:125-E1, Board Member Expense Reimbursement Form	REWRITTEN. The exhibit is updated for the reasons discussed in 2:125, <i>Board Member Compensation; Expenses</i> , above.	<input type="checkbox"/>
2:125-E2, Board Member Estimated Expense Approval Form	REWRITTEN. The exhibit is updated for the reasons discussed in 2:125, <i>Board Member Compensation; Expenses</i> , above.	<input type="checkbox"/>
2:150-AP, Superintendent Committees	The procedure is updated to facilitate implementation of 105 ILCS 5/22-85 (final citation pending), added by P.A. 101-531, for the reasons discussed below in 5:90-AP, <i>Coordination with Children’s Advocacy Center</i> .	<input type="checkbox"/>
2:160, Board Attorney	The policy and footnotes are updated in response to a five-year review and PRESS Advisory Board (PAB) feedback.	<input type="checkbox"/>
2:160-E, Checklist for Selecting a Board Attorney	REWRITTEN. The exhibit is updated for the reasons discussed in 2:160, <i>Board Attorney</i> , above.	<input type="checkbox"/>
4:50, Payment Procedures	The policy is unchanged. A footnote is updated in response to a five-year review.	<input type="checkbox"/>
4:60-AP4, Federal and State Award Procurement Procedures	The procedure is updated in response to GATA and federal procurement regulations that address the purchase of recovered (recycled) materials. Minor style changes are also made to the procedure.	<input type="checkbox"/>
4:170-AP6, E1, School Staff AED Notification Letter	The procedure is updated in response to a five-year review.	<input type="checkbox"/>
5:35, Compliance with the Fair Labor Standards Act	The policy is updated with minor style changes to align policy titles in the PRM . The footnotes are updated in response to: <ol style="list-style-type: none"> 1. 29 C.F.R. Part 541, amended at 84 Fed.Reg. 51230, raising the salary threshold for non-exempt employees under the Fair Labor Standards Act. 2. Continuous improvement updates. 	<input type="checkbox"/>

Revisions to Policies, Administrative Procedures, and Exhibits — *continued*

5:35-AP1, Fair Labor Standards Act Exemptions	The procedure is updated for the reasons discussed in 5:35, <i>Compliance with the Fair Labor Standards Act</i> , above.	<input type="checkbox"/>
5:50, Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition	The policy is unchanged. Footnotes seven and nine are updated in response to the Cannabis Regulation and Tax Act (CRTA), 410 ILCS 705/10-35(a)(8), amended by P.A. 101-593. The law clarified several cannabis-legalization concerns that Illinois employers had, including discipline parameters for on and off-duty law enforcement officers. Footnote seven contains directions for boards that employ school resources officers (SROs) (as opposed to entering into contracts with local law enforcement agencies for SRO services) to consult their board attorneys regarding specific policy text that pertains to discipline of the SROs that the board employs. Other additions to the footnotes included reference to the Ill. Vehicle Code's legal presumptions for when an individual is under the influence of tetrahydrocannabinol (THC). See 635 ILCS 5/11-501.2(b-5).	<input type="checkbox"/>
5:60, Expenses	The policy, Legal References, and footnotes are updated for the reasons discussed in 2:125, <i>Board Member Compensation; Expenses</i> , above.	<input type="checkbox"/>
5:60-AP, Federal and State Grant Travel Expense Procedures	NEW. The procedure is created for the reasons discussed in 2:125, <i>Board Member Compensation; Expenses</i> , above.	<input type="checkbox"/>
5:60-E1, Employee Expense Reimbursement Form	REWRITTEN. The exhibit is updated for the reasons discussed in 2:125, <i>Board Member Compensation; Expenses</i> , above.	<input type="checkbox"/>
5:60-E2, Employee Estimated Expense Approval Form	REWRITTEN. The exhibit is updated for the reasons discussed in 2:125, <i>Board Member Compensation; Expenses</i> , above.	<input type="checkbox"/>
5:90-AP, Coordination with Children's Advocacy Center	NEW. The procedure is created to facilitate implementation of 105 ILCS 5/22-85 (final citation pending), added by P.A. 101-531, which requires districts within a county served by an accredited Children's Advocacy Center (CAC) to coordinate with the CAC when investigating an <i>alleged incident of sexual abuse</i> .	<input type="checkbox"/>
5:120-AP1, Statement of Economic Interests for Employees	The procedure is updated and its footnote deleted in response to 5 ILCS 420/4A-106.5, amended by P.A. 101-617, restoring February 1st as the annual date by which districts must provide to the county clerk a certified list of employees required to file a statement of economic interest. Minor style changes are also made to the procedure.	<input type="checkbox"/>
5:150, Personnel Records	The Legal References are updated. The footnotes are updated in response to the Freedom of Information Act, 5 ILCS 140/7.5(oo), added by P.A. 101-620 (final citation pending), exempting from disclosure specific types of personal information about employees that the Ill. Educational Labor Relations Act (IELRA), 115 ILCS 5/3(d), added by P.A. 101-620, now prohibits from being disclosed to third parties. A Cross Reference is also updated.	<input type="checkbox"/>
5:210, Resignations	The policy is unchanged. Footnote two is updated in response to 105 ILCS 5/24-14, amended by P.A. 101-531, and ISBE non-regulatory guidance on the application of 105 ILCS 5/24-14 to teacher resignations.	<input type="checkbox"/>
5:280, Duties and Qualifications	The Legal References and footnotes are updated in response to amended ISBE rules governing educator licensure and for continuous improvement.	<input type="checkbox"/>
6:120-AP1, Special Education Procedures Assuring the Implementation of Comprehensive Programming for Children with Disabilities	The procedure is updated in response to a five-year review.	<input type="checkbox"/>

Revisions to Policies, Administrative Procedures, and Exhibits — *continued*

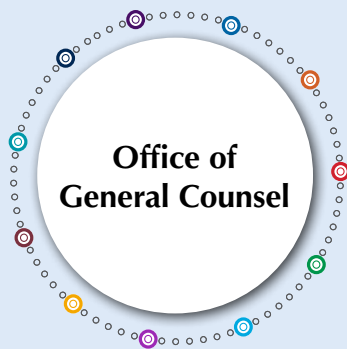
6:135, Accelerated Placement Program	The Legal References and footnotes are updated for continuous improvement and in response to amended ISBE rules implementing the Accelerated Placement Act, 105 ILCS 5/14A.	<input type="checkbox"/>
6:135-AP, Accelerated Placement Program Procedures	The procedure and footnotes are updated for the reasons discussed above in 6:135, <i>Accelerated Placement Program</i> , above.	<input type="checkbox"/>
6:235, Access to Electronic Networks	The policy is unchanged. The footnotes are updated for the reasons discussed in 8:110, <i>Public Suggestions and Concerns</i> , below.	<input type="checkbox"/>
6:280, Grading and Promotion	The policy and footnotes are updated in response to the ISBE discontinuing the <i>Partnership for Assessment of Readiness for College and Careers</i> (PARCC) as the State assessment and accountability measure back in 2019.	<input type="checkbox"/>
7:70, Attendance and Truancy	<p>The policy and Cross References are updated in response to the following laws:</p> <ol style="list-style-type: none"> 1. 105 ILCS 5/26-2a, amended by P.A. 100-810, which amended valid causes for absences to include a student’s <u>mental, emotional, or physical</u> health or <u>safety</u>; and 2. The Election Code, 10 ILCS 5/7-42 and 5/17-15, amended by P.A. 101-624, eff. 6-1-20, which created a valid cause for absence that applies to students who are eligible to vote. <p>Other continuous improvement updates were made throughout the footnotes.</p>	<input type="checkbox"/>
7:90, Release During School Hours	The policy, Legal References, and footnotes are updated in response to the Election Code, 10 ILCS 5/7-42 and 5/17-15, amended by P.A. 101-624, eff. 6-1-20. The policy contains an optional subhead entitled Voting for unit and high school districts that addresses the release of students who are eligible to vote.	<input type="checkbox"/>
7:130, Student Rights and Responsibilities	The policy is unchanged. The footnotes are updated in response to U.S. Dept. of Education guidance on constitutionally protected prayer in public schools, and with minor continuous improvement changes after a five-year review.	<input type="checkbox"/>
7:190-E2, Student Handbook Checklist	The exhibit and footnotes are updated in response to numerous legislative amendments regarding required and recommended notices to students and parents/guardians and for continuous improvement.	<input type="checkbox"/>
7:325, Student Fundraising Activities	The policy is unchanged. Minor five-year review and continuous improvement updates are made to the footnotes.	<input type="checkbox"/>
7:325-E, Application and Procedures to Involve Students in Fundraising Activities	The exhibit is updated with minor continuous improvement changes after a five-year review.	<input type="checkbox"/>
8:10, Connection with the Community	The policy and footnotes are updated in response to a five-year review. Minor changes are made to align with present-day social medial platform usage patterns along with other changes for continuous improvement.	<input type="checkbox"/>
8:30, Visitors to and Conduct on School Property	The policy, Legal References, and footnotes are updated in response to the IELRA, 115 ILCS 5/3(c), added by P.A. 101-620, requiring districts to allow union representatives to meet with employees during the work day, without loss of pay or leave time, for certain reasons. Other continuous improvement updates are also made to the footnotes.	<input type="checkbox"/>

Revisions to Policies, Administrative Procedures, and Exhibits — *continued*

8:30-E1, Letter to Parent Regarding Visits to School by Child Sex Offenders	The exhibit is updated with minor continuous improvement changes after a five-year review.	<input type="checkbox"/>
8:30-E2, Child Sex Offender's Request for Permission to Visit School Property	The exhibit is updated with minor continuous improvement changes after a five-year review.	<input type="checkbox"/>
8:80, Gifts to the District	The policy is unchanged. The footnotes are updated in response to a five-year review.	<input type="checkbox"/>
8:110, Public Suggestions and Concerns	<p>The policy, Legal References, footnotes, and Cross References are updated in response to:</p> <ol style="list-style-type: none"> 1. Ill. Educational Labor Relations Act (IELRA), 115 ILCS 5/14(c-5), added by P.A. 101-620, requiring districts to establish email policies in an effort to prohibit the use of their email systems by third parties. 2. Continuous improvement and minor style updates. 	<input type="checkbox"/>

PRESS Issue 103 Trivia

122 PRM pages • 227 footnotes • 28,668 words • 39 PRM materials



The IASB Office of General Counsel's mission is to honestly, professionally, and credibly protect and preserve IASB through legal risk management and compliance services for the IASB Board of Directors and staff; promote best practices to IASB members; create educational products and services; and maintain strong, collaborative relationships with the public education community.



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Diamond Lake School District 76
Embrace Empower Excel Each Child Each Day

BOARD OF EDUCATION
COMMITTEE OF THE WHOLE MEETING
Tuesday, April 7, 2020

ITEM V-C

Personnel: Approve Resolution for Personnel Items:

The resolution is being submitted for approval at the Committee of the Whole Meeting on Tuesday, April 7, 2020.

BE IT RESOLVED, the Diamond Lake 76 Board of Education accepts and approves the Personnel Items as depicted on the Agenda:

1. New Hire(s):

Employee	School	Position	Effective Date
Denisa Kerekes	DW	School Psychologist	August 2020

2. Leave of Absence:

Employee	School	Position	Effective Date
Kara Kazuk	DLS	Social Worker	Beginning 2020/2021 SY through 11/13/2020



2019/20 Board of Education Meetings <small>Approved: 5/21/19</small>		
Committee	Business	Special Meetings/Public Hearings
*	7/23/19	
8/06/19	8/20/19	
9/10/19	9/24/19	9/24/19 Budget Hearing
10/08/19 cancelled	10/22/19	
11/05/19	11/19/19	
*	12/17/19	12/17/19 Levy Hearing
*	1/21/20	
2/04/20	2/18/20	
3/03/20	3/17/20	
4/07/20	4/21/20	
5/05/20	5/19/20	
6/02/20	6/23/20 (date updated)	

*One meeting is scheduled for the months of July, December & January.

All Board Meetings will begin at 7:00 PM
 at West Oak Campus, 500 Acorn Lane, Mundelein, IL 60060

Special Note: 7/23, 8/6, and 8/20 will be held at the Mundelein Fire Department Room B



Diamond Lake School District 76

Embrace Empower Excel Each Child Each Day

April 7, 2020

TO: Board of Education

FROM: Eric Rogers

SUBJECT: Possible Deferred Property Tax

Recent news from the Lake County Clerk's office is that with the uncertainty surrounding the COVID-19 outbreak, Lake County is considering delaying property tax due dates, or waiving penalties for paying late. At this time, the recommendation is to prepare for roughly a 30-60 day delay in property tax receipts.

After reviewing our cash flow analysis, and our fund balance reserves, I don't foresee any changes to our operations based on a 60 day delay in receipts. Also, the Corona Stimulus Package from the Federal Government will help offset costs during this time. This is a big reason that we stress conservative budgeting and spending to help build up fund balances in times of emergency.

As further information becomes available, I will update the Board accordingly.



Diamond Lake School District 76

Embrace Empower Excel Each Child Each Day

Dear D76 Families,

We are committed to providing meals throughout the length of the mandated school closures for our students. With school closures through April 30th, Diamond Lake is extending its breakfast and lunch offerings.

- All students, 18 years of age or under, will receive one bag for each day that will contain **both breakfast and lunch**.

- **Food pickup will be available ONLY on the following days:**
 - Wednesday, April 8th (pick up 3 meals. 1 for Wednesday, 4.8, Thursday, 4.9, AND Friday, 4.10)
 - Monday, April 13th (pick up 2 meals. 1 for Monday, 4.13 AND Tuesday, 4.14)
 - Wednesday, April 15th (pick up 3 meals. 1 for Wednesday, 4.15, Thursday, 4.16, AND Friday, 4.17)
 - Monday, April 20th (pick up 2 meals. 1 for Monday, 4.20 AND Tuesday, 4.21)
 - Wednesday, April 22nd (pick up 3 meals. 1 for Wednesday, 4.22, Thursday, 4.23, AND Friday, 4.24)
 - Monday, April 27th (pick up 2 meals. 1 for Monday, 4.27 AND Tuesday, 4.28)
 - Wednesday, April 29th (pick up 3 meals. 1 for Wednesday, 4.29, Thursday, 4.30, AND Friday, 5.1)