



Oswego Community Unit School District 308
SERVING ALL OR PARTS OF THE COMMUNITIES OF
AURORA, JOLIET, MONTGOMERY, OSWEGO, PLAINFIELD AND YORKVILLE

Policy & Legislative Committee

District Administration Center, 4175 Route 71, Oswego, IL 60543

Door 2 – Room 61

Monday, October 17, 2022

5:00 pm – 6:30 pm

MEETING MINUTES

1. Meeting called to order at 5:06 p.m. by Board of Education Member and Committee Co-Chair Jennifer Johnson

Sign in sheet is used instead of roll call

Administrators in Attendance: Dr. Heather Kincaid, Assistant Superintendent of Student and Staff Services, Jeremy Bell, Executive Director of Student Services, Kenneth Miller, Executive Director of Human Resources

Board Member and Co-Chairs: Jennifer Johnson and Alison Swanson

Recording Secretary: Ursula Studer

Administrators Absent: None

2. Motion was made by Jennifer Johnson, second by Kenneth Miller, to approve the amended meeting minutes from September 19, 2022; all in favor

3. Policy Review and Discussion

a. 2:260 Uniform Grievance Procedures

- i. Input was received from our Board Attorney regarding the suggestions the committee provided at the September 19 meeting. No changes, other than names will be made at this time.

b. 2:265 Title IX Sexual Harassment Grievance Procedure

Dr. Kincaid shared feedback received from our Board Attorney regarding the changes the committee requested at the September 19 meeting.

- i. Page 1: Flip the first two sentences and add “safe” before “educational” environment.
- ii. Change first sentence under Making a Report to: District Employees and students who may have been subjected to sexual harassment or discrimination of a sexual nature are encouraged to report.



- iii. Page 4 – Enforcement – Move last paragraph under Retaliation Prohibited as the third paragraph und Enforcement.
- c. *4:60 Operational Services*
- i. Our Board Attorney recommended not to change the dollar limit to \$20,000 from \$25,000. The selling was lowered to \$20,000 and the buying is at \$25,000 per Illinois School Code.
Dr. Kincaid explained the approval process for purchasing.
 - ii. After some discussion, the Board members felt that in order to get the desired transparency, the amount requiring Board approval needed to be lowered to \$20,0000, except as stated in the current policy, for items included in the budget or in an emergency.
 - iii. The Board members requested to have some additional procedures put in place as well, to keep the Board informed on purchases.
- d. *4:140 Student Fees*
- i. On page 2 “Outstanding Fees” was removed in order to make the policy compliant with PRESS. Number 5 has to be removed, since that is a change to school code. More conversation will take place at the Board level regarding student fees. The committee agreed 5-0 to add outstanding fees to the Student Handbook instead of policy.
- e. *5:10 Equal Employment Opportunity and Recruitment*
- i. Per our Board Attorney, the word “Minority” needs to be added back to the title.
 - ii. Take out first “and hire” in the first sentence under Recruitment.
- f. *5:20 Workplace Harassment Prohibited*
- i. Per our Board Attorney, we can add “up to an including discharge” in the sentence following the first paragraph.
- g. *7:20 Harassment of Students Prohibited*
- i. Per our Board Attorney, “or designee” can be added where it stated that the Superintendent shall make reasonable measures (page 2).
 - ii. “Cyberbullying” was added to first paragraph.
 - iii. Last sentence of paragraph Enforcement, add “up to and including discharge”.
- h. *7:180 Preventing Bullying, Intimidation and Harassment*
- i. This policy is posted with the name changes of the Nondiscrimination Coordinator and the District Complaint Managers. Ms. Swanson requested to get input from the Student Ambassador Committee on how to better address the bullying issue.



A motion was made by Ms. Johnson, second by Mr. Miller, to bring the following policies to the Board of Education for a First Read; 2:260, 2:265, 4:60, 4:140, 5:10, 5:20, 7:20

All were in favor

4. Public Comment (3 minutes each) – None
5. Adjournment

The meeting was adjourned at 6:56 p.m.; *all were in favor.*