

Policy Committee Meeting Minutes
Wednesday, March 2, 2022
5:00 p.m.
District Office Board Room

Attendees: Peggy Kelland, John S. Morgan (arrived 5:12 p.m.), Eddy Sloshower, John Lumia (ex-officio), Daren Lolkema, Alberta Pedro

Guests: Renee Harris, Director of Human Resources & Labor Relations
Dr. Michelle Cardwell, Assistant Superintendent of Curriculum & Instruction

The meeting was called to order at 5:02 p.m. by Chairman Peggy Kelland.
There was no one from the community in attendance.

1. **Approval of Minutes** - Motion to approve the February 2 minutes, as stated. Motion by John Lumia, second by Eddy Sloshower. Vote taken.
Yes: Peggy Kelland, Eddy Sloshower, John Lumia, Daren Lolkema, Alberta Pedro
Not Present at Vote: John Morgan
Motion carried.

2. **Three Year Policy Review**

Policy	Discussion
9000 - Personnel Goals	There were no changes suggested for this policy. Motion to indicate the policy was reviewed, as is, was made by Eddy Sloshower, second by John Lumia. Vote taken. Yes: Peggy Kelland, Eddy Sloshower, John Lumia, Daren Lolkema, Alberta Pedro Not Present at Vote: John Morgan Motion carried.
9120.1 - Conflict of Interest	Minor grammatical changes were made to this policy. Motion to recommend this policy for First Reading was made by John Lumia, second by Daren Lolkema. Vote taken.

	<p>Yes: Peggy Kelland, Eddy Sloschower, John Lumia, Daren Lolkema, Alberta Pedro</p> <p>Not Present at Vote: John Morgan</p> <p>Motion carried.</p>
9150 - Staff-Student Relations	<p>Minor grammatical changes were made to this policy. Motion to recommend this policy for First Reading was made by John Lumia, second by Daren Lolkema.</p> <p>Vote taken.</p> <p>Yes: Peggy Kelland, Eddy Sloschower, John Lumia, Daren Lolkema, Alberta Pedro</p> <p>Not Present at Vote: John Morgan</p> <p>Motion carried.</p>
9170 - Meals and Refreshments	<p>There were no changes suggested for this policy. Motion to indicate the policy was reviewed, as is, was made by John Lumia, second by Daren Lolkema.</p> <p>Vote taken.</p> <p>Yes: Peggy Kelland, Eddy Sloschower, John Lumia, Daren Lolkema, Alberta Pedro</p> <p>Not Present at Vote: John Morgan</p> <p>Motion carried.</p>
9240 - Recruiting and Hiring	<p>The committee discussed the approval process for job descriptions. The administration recommends revisions to the qualifications in job descriptions to the Superintendent of Schools. The Superintendent would make a recommendation to the Board of Education. The item usually appears on a personnel list on consent agenda. The Board has the opportunity to discuss job descriptions by pulling the item from consent agenda.</p> <p>Specifically regarding the job descriptions that require a GED or high school diploma, which is above the civil service requirement, that qualification has been in place since the year 2000.</p> <p>Minor grammatical changes were made to this policy. Motion to recommend this policy for First Reading was made by John Lumia, second by Daren Lolkema.</p> <p>Vote taken.</p>

	<p>Yes: Peggy Kelland, Eddy Slosower, John Lumia, Daren Lolkema, Alberta Pedro</p> <p>Not Present at Vote: John Morgan</p> <p>Motion carried.</p>
9350 - Staff Requests for Accommodations	<p>Director Harris recommended that the Office of Human Resources and Labor Relations be substituted for the title of the position, in case there is future change in administration.</p> <p>Minor grammatical changes were made to this policy. Motion to recommend this policy for First Reading was made by John Lumia, second by Daren Lolkema. Vote taken.</p> <p>Yes: Peggy Kelland, Eddy Slosower, John Lumia, Daren Lolkema, Alberta Pedro</p> <p>Not Present at Vote: John Morgan</p> <p>Motion carried.</p>

3. Policy for Discussion

4710 - Grading Systems	<p>The committee discussed several matters related to this policy, as outlined below:</p> <ul style="list-style-type: none"> ● The penalty for cheating/plagiarism in the code of conduct (which is a zero); ● It is up to teacher discretion to give partial or pro-rated credit for late assignments; ● There is not consistency in grading by teachers; ● Allows teachers the autonomy and flexibility to handle late work on a case by case basis. <p>The committee decided to insert the word “valid” to the phrase “with a valid reason”, to distinguish students who can make up work for reasons like sickness, death in family, etc. as opposed to being on vacation.</p> <p>The committee also discussed students who need to make up missed PE classes due to quarantine. Students may come in early to make up the class or write a paper assignment on an athletic topic. Students who are unable to make up the PE classes lose 5% for each PE class that is</p>
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	<p>missed. There is a rubric. There are 88 days of possible attendance in PE for the year, divided by 4 semesters, and at 5 points each equates to: $88 \text{ divided by } 4 = 22 \times 5 = 100.$</p> <p>The committee agreed to add a section on communicating academic performance with parents as a way to ensure that parents are provided feedback from their child's teachers on areas of success and development.</p> <p>High school GPA and Weighted Grading are separate policies.</p> <p>Motion to recommend this policy for First Reading was made by John Lumia, second by Daren Lolkema. Vote taken.</p> <p>Yes: Peggy Kelland, John Morgan, Eddy Slosower, John Lumia, Daren Lolkema, Alberta Pedro Motion carried.</p> <p><i>*NOTE - in an email dated March 4, 2022, the members of the Policy Committee agreed by consensus to rescind the motion to recommend Policy 4710 for First Reading and to discuss the policy at the next meeting.</i></p> <p><i>After research done by the District Clerk, it was confirmed that the Board of Education approved a resolution in March 2014 that established weighted grades for Honors, College Level, and AP courses. It is important to note that the way the resolution was worded, those weighted grades were only in effect for the 2014-2015 school year. In reality, they have been applied every school year since. This resolution was never incorporated into the Grading Policy.</i></p>
4730 - Homework	<p>The committee discussed removing the language from the policy and regulation that designated recommended times for students to complete homework assignments.</p> <p>Motion to recommend this policy for First Reading was made by John Lumia, second by Daren Lolkema. Vote taken.</p>

	<p>Yes: Peggy Kelland, John Morgan, Eddy Sloshower, John Lumia, Daren Lolkema, Alberta Pedro Motion carried.</p>
<p>4740 - Honor Roll</p>	<p>There are some misconceptions in the community about students who make Honor Roll or High Honor Roll in junior high school and then are unable to keep up with the rigor associated with Honors coursework at the high school level. The term Honor Roll is not linked to honors courses; however, this is the misconception of parents.</p> <p>The rigor of the material for Regents and Honors courses is not the same, and the assignments should not be the same. The current honor roll criteria doesn't look like we are pushing the kids academically. Honor Roll does not correlate with honor courses. Honor Roll should not be limited to only honor students. The regulation may have lost sight of the purpose of honor roll and special awards.</p> <p>The committee has two options: to get rid of the honor roll policy all together or to retain it with revisions.</p> <p>The committee discussed replacing Honor Roll and High Honor Roll with Academic Excellence Award and High Academic Excellence Award. Dr. Cardwell will request information and feedback from the Directors. Honor Roll is not on a student transcript. Honor Society is on the transcript.</p> <p>Motion to table Policy 4740 Honor Roll with continued discussion was made by Eddy Sloshower, second by John Lumia.</p> <p>Vote taken.</p> <p>Yes: Peggy Kelland, John Morgan, Eddy Sloshower, John Lumia, Daren Lolkema, Alberta Pedro Motion carried.</p>

4. Next Meeting Date

The next Policy Committee Meeting will be on **Wednesday, April 6 at 5:00 p.m. in-person at the District Office.** Dr. Michelle Cardwell will be invited to attend.

5. **Adjournment**

Motion to adjourn made by John Lumia, second by Eddy Slosower. Vote taken.

Yes: Peggy Kelland, Daren Lolkema, Alberta Pedro

Motion carried.

The meeting was adjourned at 6:00 p.m.