



# Diamond Lake School District 76

**Embrace Empower Excel** Each Child Each Day

Committee of the Whole Meeting  
Tuesday, August 3, 2021 7:00 PM

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

- I. Call to Order / Roll Call
- II. Pledge of Allegiance
- III. Public Comments (Agenda Items Only)
- IV. Presentations
  - A. Summer Learning Update  
**Presenter:** Mr. Kurt Preble
- V. Business Agenda
  - A. Administrative: Review Omnibus Vote Agenda
  - B. Administrative: Approve PRESS 107 Policies **Action**
  - C. Administrative: Approve Substitute Teacher Compensation **Action**
  - D. Personnel: Approve Personnel Items **Action**
    1. New Hire(s):  
Jenna Downing; DLS; Art/STEAM Teacher; Effective 8.16.2021  
Susan Olefsky; DLS; PreK Teacher; Effective 8.16.2021  
Guadalupe Flores; DLS; Administrative Associate; Effective 8.9.2021  
Michele Green; DLS; Certified School Nurse; Effective 8.16.2021  
Bindu Mangtani; WOMS; Innovation Center Learning Associate; Effective 8.16.2021
    2. Resignation(s):  
Michael Verzani; WOIS; Physical Education Teacher; Effective 7.30.2021
- VI. Board Discussion
  - A. Updated CDC Guidance
  - B. Facemask Policy Update
- VII. Freedom of Information Requests ( )
- VIII. Notices and Communications
  - A. Board Meeting Calendar
- IX. Public Comments and Petitions (Non-Agenda Items)
- X. Others
- 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. Discussion of minutes of meetings lawfully closed, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. 5 ILCS 120/2(c)(21).

XII. Adjournment



# Diamond Lake School District 76

**Embrace Empower Excel** Each Child Each Day

## District 76 Summer Learning Summary

8.3.2021

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## Actualization de Aprendizaje de Verano del Distrito 76

8.3.21





# Rationale for Model / Justificación del modelo

- District 76 prioritizes Summer Learning for students.
  - Family Survey results show 54% are not interested in Summer Learning this year.
  - In Person Summer Learning has limited space.
  - Focus on ESY in person due to limited space.
  - Online platform allows for students to continue learning from their current level in Literacy and Math, as well as a potential for Spanish Literacy with support from District 76 staff.
  - Online platform allows student flexibility to complete lessons allowing for other summer activities to take place
- El Distrito 76 da prioridad al Aprendizaje de Verano para los estudiantes.
  - Los resultados de la encuesta familiar muestran que el 54% no están interesados en el aprendizaje de Verano este año.
  - Aprendizaje en persona de Verano tiene espacio limitado.
  - Concentrarse en ESY en persona debido al espacio limitado.
  - La plataforma en línea permite a los estudiantes seguir aprendiendo de su nivel actual en literatura y matemáticas, así como un potencial para el español con el apoyo del personal del D76.
  - La plataforma en línea permite a los estudiantes flexibilidad para completar las lecciones y permite que se lleven a cabo otras actividades de verano.



# Summer Learning Model/Modelo de Aprendizaje de Verano

## Summer Learning Dates

- Monday June 7th-Thursday July 15th

## Extended School Year (ESY)

- In Person or Remote
- Monday-Thursday 8:00 - 11:30 am

## General Education Intervention/Enrichment

- Online Only
- Adaptive Individualized Learning Platform
- Check-in Sessions with D76 Staff
- Literacy, Math, and potential for Spanish Literacy

## Summer Band

- June 21st - July 1, same days and times as Summer Learning
- In Person Concert at WOMS

## Fechas de Aprendizaje de Verano

- Lunes 7 de Junio - Jueves 15 de Julio

## Año Escolar Extendido (ESY)

- En Persona o a Distancia
- Lunes-Jueves 8:00 - 11:30 am

## Intervención/Enriquecimiento de la Educación General

- Solo en Línea
- Plataforma de Aprendizaje Individualizado Adaptativo
- Sesiones de revisión con el personal D76
- Literatura, matemáticas y potencial de literatura en español.

## Banda de Verano

- 21 de Junio - 1 de Julio, los mismos días y horas que el aprendizaje de verano
- Concierto en Persona en WOMS



# Summer Learning Attendance

## Asistencia de Aprendizaje de Verano

### Student Enrollment

- In Person: 132
- Remote: 22
- Total: 154

### Attendance

- Average Daily Attendance Rate: 79%
- Highest Daily Rate: 87%
- Lowest Daily Rate: 71%
- Post 7.4 Daily Rate: 76%

### Inscripción de Estudiantes

- En persona : 132
- A distancia : 22 Total 154

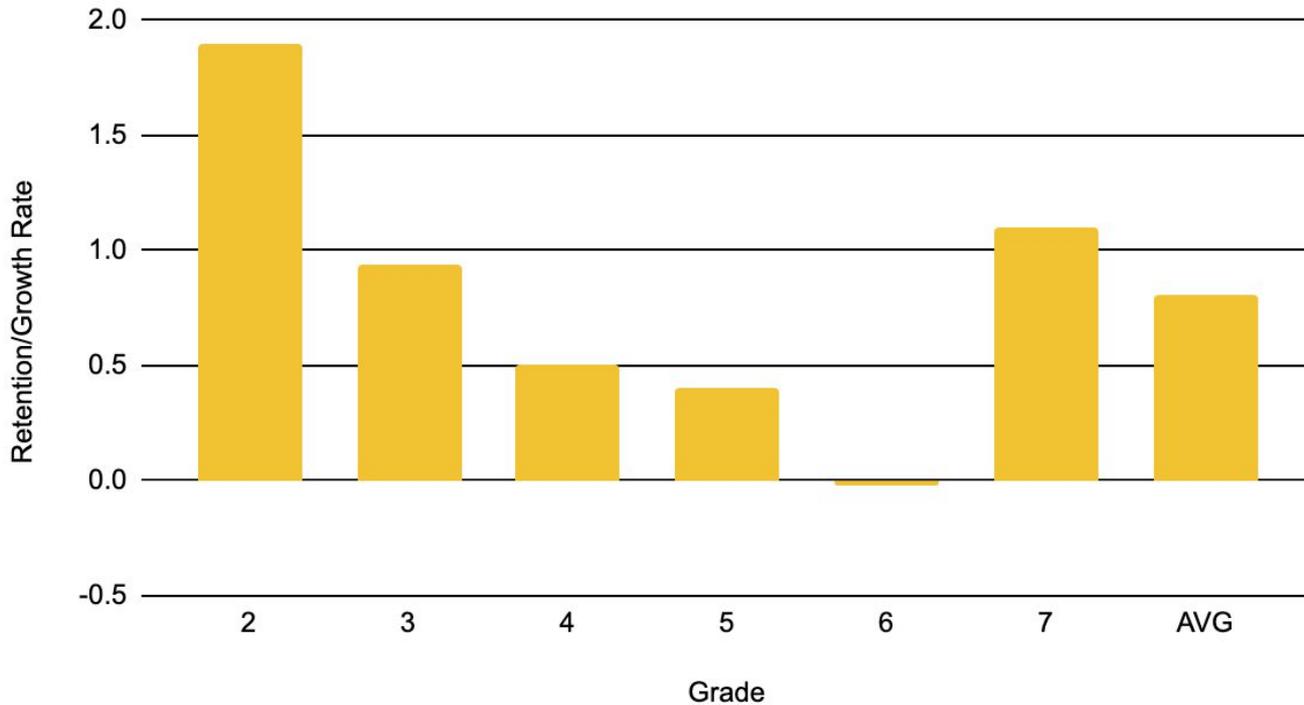
### Asistencia

- Promedio de Tasa de Asistencia Diaria: 79%
- Tarifa Diaria Mas Alta: 71%
- Tarifa Diaria Más Baja: 76%
- Publicación 7.4 Tasa Diaria: 76%



# Literacy Retention and Growth (Spring-Summer) Retención y Crecimiento de la Alfabetización ( Primavera-Verano)

## Retention/Growth Rate vs. Grade

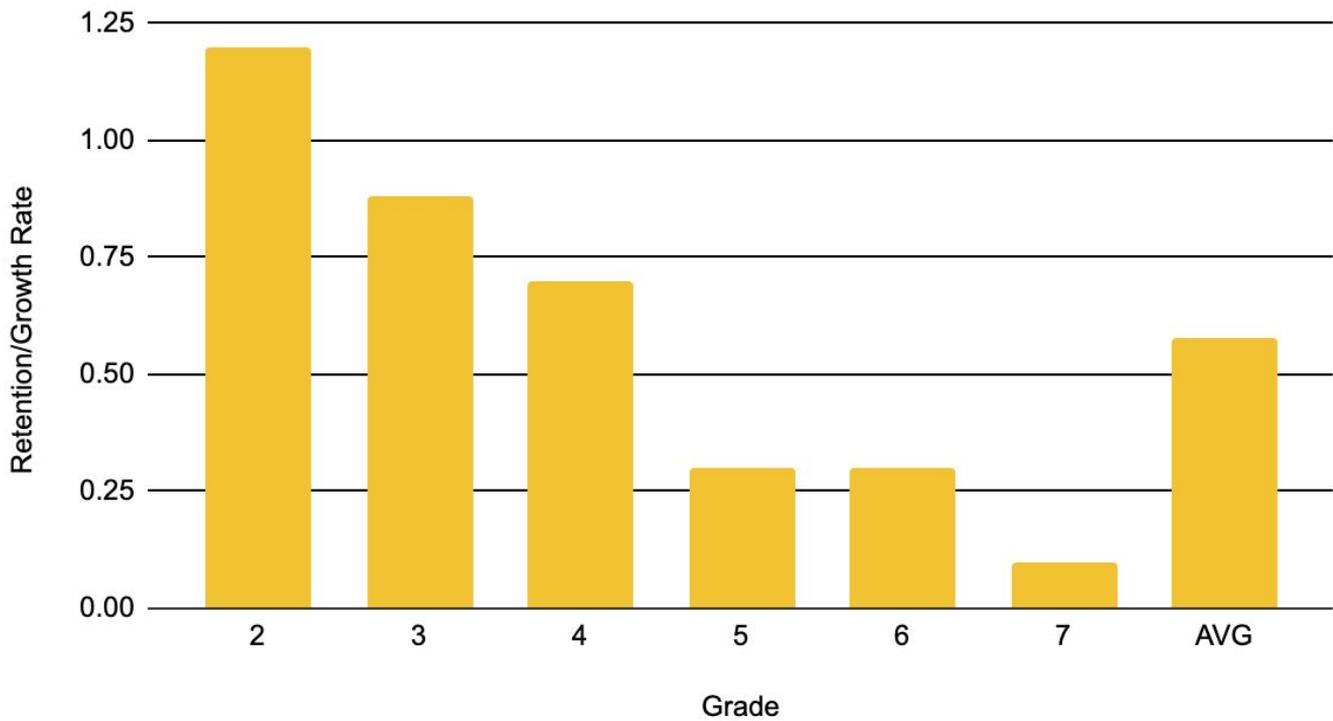




# Math Retention and Growth (Spring-Summer)

## Retención y Crecimiento de Matemáticas ( Primavera-Verano)

### Retention/Growth Rate vs. Grade





# Next Steps/Siguientes Pasos

- Imagine Learning Platform
    - Analyze program with staff to determine effectiveness and application
  - Fall Star Scores
    - Compare Spring 21 to Fall 21 for retention
  - Develop Summer Learning Curriculum
    - Develop Pathways
    - Coordinate Resources
    - Determine Assessments
  - Investigate Comprehensive Summer Learning Options
- 
- Plataforma de Aprendizaje Imagine
    - Analizar el programa con el personal para determinar su efectividad y aplicación
  - Puntuaciones de Fall Star
    - Comparar Primavera 21 Con Otoño 21 para la Retención
  - Desarrollar un Plan de Estudios de Aprendizaje de Verano
    - Desarrollar Caminos
    - Coordinar Recursos
    - Determinar Evaluaciones
  - Investigar Opciones Integrales de Aprendizaje Durante el Verano



# Diamond Lake School District 76

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BOARD OF EDUCATION  
COMMITTEE OF THE WHOLE MEETING  
Tuesday, August 3, 2021

The resolution is being submitted for approval at the Business Meeting on August 17, 2021.

## AGENDA ITEM V-A

### Administrative: Review 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

Business Meeting Minutes	6/22/2021
Executive Session Minutes	6/17/2021
Executive Session Minutes	6/22/2021
Combined Meeting Minutes	7/20/2021
Executive Session Minutes	7/20/2021

B. Approve Destruction of Audio Recordings of Executive Session Minutes:  
12/17/2019, 1/21/2020

C. Acceptance of Treasurer's Report 7/2021

D. Approval of Payrolls 7/15/2021, 7/30/2021\*

E. Approval of Current Bills:

Education Fund:	\$
Operations/Maintenance Fund:	\$
Debt Service Fund:	\$
Transportation Fund	\$
IMRF Fund	\$
Capital Outlay:	\$
<u>Life Safety</u>	<u>\$</u>
TOTAL	\$

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



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BOARD OF EDUCATION  
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**AGENDA ITEM V-B**

**Administrative: Approve PRESS 107 Policies Action**

**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 July 20, 2021 Combined Board 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 107.

Number	Title
1:10	School District Legal Status
1:20	District Organization, Operations and Cooperative Agreements
1:30	School District Philosophy
2:10	School District Governance
2:30	School District Elections
2:120-E1	Guidelines for serving as a Mentor to a New School Board Member
2:120-E2	Website Listing of Development and Training Completed by Board Members
2:130	Board-Superintendent Relationship
2:220-E4	Open Meeting Minutes
2:220-E7	Access to Closed Meeting Minutes and Verbatim Recordings
2:240	Board Policy Development
2:240-E1	PRESS Issue Updates
2:240-E2	Developing Local Policy
3:30	Chain of Command
5:10	Equal Employment Opportunity and Minority Recruitment



**Diamond Lake School District 76**  
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<b>6:100</b>	Using Animals in the Educational Program
<b>6:145</b>	Migrant Students
<b>6:160</b>	English Learners
<b>6:170</b>	Title I Programs
<b>6:235</b>	Access to Electronic Networks
<b>6:255</b>	Assemblies and Ceremonies
<b>6:260</b>	Complaints About Curriculum, Instructional Materials, and Programs
<b>7:220</b>	Bus Conduct
<b>7:230</b>	Misconduct by Students with Disabilities
<b>7:280</b>	Communicable and Chronic Infectious Disease
<b>8:90</b>	Parent Organizations and Booster Clubs

# Update Memo

Please distribute to board members and appropriate staff.

## Contents

**Instructions**..... p. 1

**PRESS Terminology** ..... p. 2

**PRESS Issue 107 Topic Bundles** ..... p. 2

**Progress Report** ..... p. 4

**Revisions to Policies, Administrative Procedures, and Exhibits (numerical table)**..... p. 5

**Next Issue: Post-Legislative Session Updates**

### Online Instructions

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

- Go to [www.iasb.com](http://www.iasb.com) and click on the yellow **Member Login** button.
 
- 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](http://www.iasb.com), please contact James Wagner at [jwagner@iasb.com](mailto:jwagner@iasb.com).
  - Click the yellow "Hi [Your Name]," button.
 
- 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/](http://www.iasb.com/policy/) to view the **PRESS** video tutorial located under the header entitled: **PRESS – Policy Reference Education Subscription Service**.

### Special Acknowledgement to IASB Assistant PRESS Editors

IASB thanks Maryam Brotine and Debra Jacobson for leading the completion of **PRESS** Issue 107 together in the role of **PRESS** Editor. IASB also thanks them and appreciates their dedication to maintain the quality of this 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.



## Conviction Records in Employment Decisions

Public Act 101-656, eff. 3-23-21, imposes new obligations on Illinois employers, including school districts, who want to rely on criminal conviction records to disqualify an applicant or take adverse action against an employee. School districts must now consider specific mitigating factors and provide written notices to applicants/employees, informing them of their right to challenge the accuracy of the conviction record and submit evidence of mitigation.

The following **PRESS** materials are updated or created in response to this important legislation:

- 4:60-AP3, Criminal History Records Check of Contractor Employees
- 5:10, Equal Employment Opportunity and Minority Recruitment
- 5:30, Hiring Process and Criteria
- 5:30-AP2, Investigations
- 5:30-AP2, E1, Notice of Preliminary Hiring Decision Based on Conviction Record - **NEW**
- 5:30-AP2, E2, Notice of Final Hiring Decision Based on Conviction Record - **NEW**

## Educational Technology

The Student Online Personal Protection Act (SOPPA), a State law that is intended to protect the privacy and security of students' online data at school, goes into effect July 1, 2021. A new 7:345 suite of **PRESS** materials was released in Issue 104 (June 2020) to assist districts with implementation of this expansive law. Additional materials have been created or updated to align with SOPPA requirements and/or to reflect the expanded use of educational technologies in schools.

The following **PRESS** materials are updated or created:

- 6:235, Access to Electronic Networks
- 6:235-AP1, Acceptable Use of the District's Electronic Networks
- 6:235-AP1, E1, Student Authorization for Access to the District's Electronic Networks
- 6:235-AP1, E2, Staff Authorization for Access to the District's Electronic Networks
- 7:345-AP, E4, Notice of Parent Rights Regarding Student Covered Information - **NEW**

## 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.**

## Miscellaneous

The following **PRESS** materials are updated due to legislation, administrative rule 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 updated:

2:10, School District Governance

2:20, Powers and Duties of the School Board; Indemnification  
2:150-AP, Superintendent Committees  
2:240, Board Policy Development  
2:250-E2, Immediately Available District Public Records and Web-Posted Reports and Records  
4:40-AP, Preparing and Updating Disclosures  
7:340-AP2, Storage and Destruction of School Student Records

## 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:

1:10, School District Legal Status  
1:20, District Organization, Operations, and Cooperative Agreements  
1:20-AP, Checklist for Handling Intergovernmental Agreement Requests  
1:30, School District Philosophy  
2:30, School District Elections  
2:120-E1, Guidelines for Serving as a Mentor to a New School Board Member  
2:120-E2, Website Listing of Development and Training Completed by Board Members  
2:125-E3, Resolution to Regulate Expense Reimbursements  
2:130, Board-Superintendent Relationship  
2:200-AP, Types of School Board Meetings  
2:220-E4, Open Meeting Minutes  
2:220-E7, Access to Closed Meeting Minutes and Verbatim Recordings  
2:240-E1, **PRESS** Issue Updates  
2:240-E2, Developing Local Policy  
2:250-E3, Recurrent Requester Notification  
3:30, Chain of Command  
3:30-E, Organizational Chart for Administration  
3:70-AP, Succession Plan  
4:15-E1, Letter to Employees Regarding Protecting the Privacy of Social Security Numbers  
4:15-E2, Statement of Purpose for Collecting Social Security Numbers  
4:15-E3, Statement for Employee Manual or District Website Describing the District's Purpose for Collecting Social Security Numbers  
4:140-AP, Fines, Fees, and Charges – Waiver of Student Fees  
4:140-E1, Application for Fee Waiver  
4:140-E2, Response to Application for Fee Waiver, Appeal, and Response to Appeal  
4:140-E3, Resolution to Increase Driver Education Fees

4:170-AP5, Unsafe School Choice Option  
5:40-AP, Communicable and Chronic Infectious Disease  
5:125-E, Employee Receipt of Board Policy on Personal Technology and Social Media  
5:170-AP1, Copyright Compliance  
5:170-AP2, Seeking Permission to Copy or Use Copyrighted Works  
5:170-AP3, Instructional Materials and Computer Programs Developed Within the Scope of Employment  
5:170-E1, Request to Reprint or Adapt Material  
5:190-E1, Notice to Parents of Their Right to Request Their Child's Classroom Teachers' Qualifications  
5:190-E2, Notice to Parents When Their Child Is Assigned To or Has Been Taught for at Least Four Straight Weeks by a Teacher Who Does Not Meet Applicable State Certification/Licensure Requirements  
5:190-E3, Letter to Teacher Who Does Not Meet Applicable State Certification/Licensure Requirements for the Grade Level and Subject Area of Assignment  
5:240-AP, Suspensions  
6:100, Using Animals in the Educational Program  
6:100-AP, Dissection of Animals  
6:100-E1, Guidelines and Application for Using Animals in School Facilities for Educational Purposes  
6:100-E2, Student Permission for Exposure to Animals(s) - **RENAMED**  
6:120-AP4, Care of Students with Diabetes  
6:145, Migrant Students  
6:160, English Learners  
6:170, Title I Programs  
6:170-AP1, Checklist for Development, Implementation, and Maintenance of Parent and Family Engagement Compacts for Title I Programs  
6:170-AP1, E1, District-Level Parent and Family Engagement Compact  
6:170-AP1, E2, School-Level Parent and Family Engagement Compact  
6:170-AP2, Notice to Parents Required by Elementary and Secondary Education Act, McKinney-Vento Homeless Assistance Act, and Protection of Pupil Rights Laws Act - **RENAMED**  
6:190-AP, Academic Eligibility for Participation in Extracurricular Activities  
6:235-AP1, Acceptable Use of the District's Electronic Networks

6:235-AP1, E2, Staff Authorization for Access to the District's Electronic Networks  
 6:235-AP2, Web Publishing Guidelines  
 6:235-E3, Online Privacy Statement  
 6:235-E4, Keeping Yourself and Your Kids Safe On Social Networks  
 6:250-AP, ~~Securing and Screening~~ Resource Persons and/or School Volunteers; ~~Screening~~ - RENAMED  
 6:255, Assemblies and Ceremonies  
 6:260, Complaints About Curriculum, Instructional Materials, and Programs  
 6:260-E, Curriculum Objection  
 7:220, Bus Conduct  
 7:230, Misconduct by Students with Disabilities  
 7:240-AP2, E1, Consent to Participate in Extracurricular Drug and Alcohol Testing Program

7:280, Communicable and Chronic Infectious Disease  
 7:340-AP1, E3, Letter to Parents and Eligible Students Concerning Military Recruiters and Postsecondary Institutions Receiving Student Directory Information  
 7:340-AP1, E4, Frequently Asked Questions Regarding Military Recruiter Access to Student Information  
 8:90, Parent Organizations and Booster Clubs  
 8:95-E2, Verification of School Visitation

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><b>ISBE Special Education Rules &amp; ICSA Sample Procedures</b></p> <p>The Ill. State Board of Education (ISBE) updated its special education rules, effective March 2, 2021, to incorporate various statutory changes made over the past few years. Thanks to the many Ill. Council of School Attorneys (ICSA) members serving on ICSA's Special Education Committee, these statutory changes and ISBE's updated rules have been incorporated into updated <i>Special Education Procedures Assuring the Implementation of Comprehensive Programming for Children with Disabilities</i>.</p>	<p>No <b>PRESS</b> materials are affected. <i>Special Education Procedures and Sample Policies</i> may be downloaded from the Guidance and Resources section on Special Education of the <i>Policy Services &amp; School Law</i> page on <a href="http://www.iasb.com">www.iasb.com</a>.</p>
<p><b>Student Press Law Center (SPLC) Letters to School Boards</b></p> <p>Some boards have reported receiving letters stating:</p> <ol style="list-style-type: none"> <li>1. Policy 7:315, <i>Restrictions on Publications; High Schools</i>, is not fully in alignment with Illinois law; and</li> <li>2. That boards should amend their policies by a certain date.</li> </ol> <p>Note that <u>SPLC is not a regulatory or quasi-regulatory agency over Illinois school boards</u>. It has no authority to require school boards to update their policies. Many attorneys agree that the <b>PRESS</b> sample that most boards have adopted is in alignment with Illinois law. Other attorneys see areas in the <b>PRESS</b> sample policy for continued improvement.</p>	<p><b>PRESS</b> Editors have reached out to SPLC attorneys and Ill. Council of School Attorneys Executive Committee members to collaborate. Policy 7:315, <i>Restrictions on Publications; High Schools</i>, will be updated in response to both legislation and continuous improvement related to SPLC suggestions in <b>PRESS</b> Issue 108.</p>
<p><b>ISBE 2020-2023 Strategic Plan</b></p> <p>Early this year ISBE released its 2020-2023 Strategic Plan (Plan), a roadmap for Illinois schools designed in partnership with education stakeholders and built around three overarching goals all underpinned by equity: student learning, learning conditions, and elevating educators. The Plan involves the development of an equity impact analysis tool by the end of the 2020-21 school year. Districts will pilot this tool during the 2021-22 school year, and the intent is for an Equity Journey Continuum to be included in each school district's 2022 Report Card. The Plan and status reports on its progress are at <a href="http://www.isbe.net/strategicplan">www.isbe.net/strategicplan</a>.</p>	<p>No <b>PRESS</b> materials are affected.</p>
<p><b>ISBE SOPPA Rules</b></p> <p>ISBE rules to implement parents' access to their children's <i>covered information</i> under the Student Online Personal Protection Act are pending. The rules will address how often parents can request access and the manner in which they must make the request.</p>	<p>The 7:345 suite of <b>PRESS</b> materials will be updated as needed in Issue 108.</p>

## Progress Report — *continued*

Topics	Our Response
<p><b>Voluntary Families First Coronavirus Response Act (FFCRA) Extension Under the American Rescue Plan Act</b></p> <p>The Internal Revenue Service recently issued guidance confirming that government employers, including public school districts, are eligible to claim employer tax credits to be reimbursed for paid leave taken by employees under the Families First Coronavirus Response Act (FFCRA). Under the federal American Rescue Plan Act, eligible employers may choose to extend FFCRA leave benefits beginning April 1, 2021, through September 30, 2021. For more information about the FFCRA employer tax credits, see <a href="https://www.irs.gov/newsroom/employer-tax-credits-for-employee-paid-leave-due-to-covid-19">https://www.irs.gov/newsroom/employer-tax-credits-for-employee-paid-leave-due-to-covid-19</a></p>	No <b>PRESS</b> materials are affected.
<p><b>Emergency Connectivity Fund Program Rules</b></p> <p>On May 11, 2021, the Federal Communications Commission (FCC) issued an order to implement how eligible schools and libraries may spend the \$7.17 billion Emergency Connectivity Fund Program that was recently authorized under the American Rescue Plan Act. The FCC order allows eligible schools to use the funds to cover expenses related to device purchases and home broadband connectivity for students and staff who otherwise lack service sufficient for remote learning. For more information, see <a href="https://www.fcc.gov/fcc-launch-connectivity-fund-program">https://www.fcc.gov/fcc-launch-connectivity-fund-program</a>.</p>	No <b>PRESS</b> materials are affected.

## Revisions to Policies, Administrative Procedures, and Exhibits

Number and Title	Revision Descriptions	<input type="checkbox"/>
1:10, School District Legal Status	The policy is unchanged.	<input type="checkbox"/>
1:20, District Organization, Operations, and Cooperative Agreements	The Legal References are updated in response to a five-year review with minor style changes that do not require board action. The footnotes are also updated in response to a five-year review.	<input type="checkbox"/>
1:20-AP, Checklist for Handling Intergovernmental Agreement Requests	The procedure is updated in response to a five-year review.	<input type="checkbox"/>
1:30, School District Philosophy	The policy is updated in response to a five-year review. Districts that use this policy's text in posters and other printed district publications should note that adopting these changes would require them to reprint those items.	<input type="checkbox"/>
2:10, School District Governance	The policy, Legal References and footnotes are updated in response to a five-year review. The policy and footnote 4 are updated to reflect changes to 5 ILCS 120/7(e), amended by P.A. 101-640, permitting public bodies to meet without a quorum physically present during a public health emergency.	<input type="checkbox"/>
2:20, Powers and Duties of the School Board; Indemnification	The policy is unchanged. The footnotes are updated for continuous improvement.	<input type="checkbox"/>
2:30, School District Elections	The Legal References and footnotes are updated in response to a five-year review.	<input type="checkbox"/>

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

2:120-E1, Guidelines for Serving as a Mentor to a New School Board Member	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
2:120-E2, Website Listing of Development and Training Completed by Board Members	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
2:125-E3, Resolution to Regulate Expense Reimbursements	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
2:130, Board-Superintendent Relationship	The policy and footnotes are updated in response to a five-year review. Statutory text from the footnotes was placed into the policy.	<input type="checkbox"/>
2:150-AP, Superintendent Committees	The procedure is updated in response to continuous improvement to reflect 105 ILCS 5/14C-10. A subhead entitled <b>Transitional Bilingual Education (TBE) Programs Parent Advisory Committee</b> has been added. Other continuous improvement changes are also made.	<input type="checkbox"/>
2:200-AP, Types of School Board Meetings	The procedure is updated in response to a five-year review.	<input type="checkbox"/>
2:220-E4, Open Meeting Minutes	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
2:220-E7, Access to Closed Meeting Minutes and Verbatim Recordings	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
2:240, Board Policy Development	The policy and footnotes are updated with an optional subhead entitled <b>Words Importing Gender</b> . These updates are in response to subscriber feedback and evolving diversity, equity, and inclusion work at the IASB.	<input type="checkbox"/>
2:240-E1, PRESS Issue Updates	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
2:240-E2, Developing Local Policy	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
2:250-E2, Immediately Available District Public Records and Web-Posted Reports and Records	The exhibit is updated in response to: <ol style="list-style-type: none"> <li>1. 40 ILCS 5/7-135.5, added by P.A. 101-504, requiring districts to post on their websites a link to information on the Ill. Municipal Retirement Fund website about participating employers;</li> <li>2. 23 Ill.Admin.Code §255.200, requiring districts that allow for registered apprenticeship programs to post certain information on their websites; and</li> <li>3. Continuous improvement updates.</li> </ol>	<input type="checkbox"/>
2:250-E3, Recurrent Request or Notification	The exhibit is unchanged.	<input type="checkbox"/>
3:30, Chain of Command	The policy is unchanged. Footnote 1 is added in response to a five-year review.	<input type="checkbox"/>
3:30-E, Organizational Chart for Administration	The exhibit is unchanged.	<input type="checkbox"/>
3:70-AP, Succession Plan	The procedure is unchanged.	<input type="checkbox"/>

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

4:15-E1, Letter to Employees Regarding Protecting the Privacy of Social Security Numbers	The exhibit is unchanged.	<input type="checkbox"/>
4:15-E2, Statement of Purpose for Collecting Social Security Numbers	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
4:15-E3, Statement for Employee Manual or District Website Describing the District's Purpose for Collecting Social Security Numbers	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
4:40-AP, Preparing and Updating Disclosures	The exhibit is updated in response to continuous improvement updates provided by the law firm of Chapman and Cutler LLP.	<input type="checkbox"/>
4:60-AP3, Criminal History Records Check of Contractor Employees	The procedure and footnotes are updated. A new footnote is added in response to 775 ILCS 5/2-103.1, added by P.A. 101-656, prohibiting an employer from disqualifying or taking other adverse action against applicants/employees based on conviction records unless certain conditions and notification requirements are met.	<input type="checkbox"/>
4:140-AP, Fines, Fees, and Charges - Waiver of Student Fees	The procedure and its footnotes are updated in response to a five-year review.	<input type="checkbox"/>
4:140-E1, Application for Fee Waiver	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
4:140-E2, Response to Application for Fee Waiver, Appeal, and Response to Appeal	The exhibit is unchanged.	<input type="checkbox"/>
4:140-E3, Resolution to Increase Driver Education Fees	The exhibit is unchanged.	<input type="checkbox"/>
4:170-AP5, Unsafe School Choice Option	The procedure is updated in response to a five-year review.	<input type="checkbox"/>
5:10, Equal Employment Opportunity and Minority Recruitment	The policy, Legal References, and footnotes are updated for the same reason stated above in 4:60-AP3, <i>Criminal History Records Check of Contractor Employees</i> . Continuous improvement updates are also made to the Legal References and footnotes.	<input type="checkbox"/>
5:30, Hiring Process and Criteria	The policy is unchanged. The footnotes are updated for the same reason stated above in 4:60-AP3, <i>Criminal History Records Check of Contractor Employees</i> , and for continuous improvement. The Cross References are updated to incorporate a style change.	<input type="checkbox"/>
5:30-AP2, Investigations	The procedure is updated for the same reason stated above in 4:60-AP3, <i>Criminal History Records Check of Contractor Employees</i> . Continuous improvement updates are also made.	<input type="checkbox"/>
5:30-AP2, E1, Notice of Preliminary Hiring Decision Based on Conviction Record	<b>NEW.</b> The exhibit is created to assist districts with implementation of 775 ILCS 5/2-103.1, added by P.A. 101-656, requiring employers to provide an applicant with a preliminary written notice before disqualifying the applicant based on a conviction record.	<input type="checkbox"/>

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

5:30-AP2, E2, Notice of Final Hiring Decision Based on Conviction Record	<b>NEW.</b> The exhibit is created to assist districts with implementation of 775 ILCS 5/2-103.1, added by P.A. 101-656, requiring employers to provide an applicant with a final written notice before disqualifying the applicant based on a conviction record.	<input type="checkbox"/>
5:40-AP, Communicable and Chronic Infectious Disease	The procedure is updated in response to a five-year review.	<input type="checkbox"/>
5:125-E, Employee Receipt of Board Policy on Personal Technology and Social Media	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
5:170-AP1, Copyright Compliance	The procedure is updated in response to a five-year review.	<input type="checkbox"/>
5:170-AP2, Seeking Permission to Copy or Use Copyrighted Works	The procedure is updated in response to a five-year review.	<input type="checkbox"/>
5:170-AP3, Instructional Materials and Computer Programs Developed Within the Scope of Employment	The procedure and footnotes are updated in response to a five-year review.	<input type="checkbox"/>
5:170-E1, Request to Reprint or Adapt Material	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
5:190-E1, Notice to Parents of Their Right to Request Their Child's Classroom Teachers' Qualifications	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
5:190-E2, Notice to Parents When Their Child Is Assigned To or Has Been Taught for at Least Four Straight Weeks By a Teacher Who Does Not Meet Applicable State Certification/Licensure Requirements	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
5:190-E3, Letter to Teacher Who Does Not meet Applicable State Certification/Licensure Requirements for the Grade Level and Subject Area of Assignment	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
5:240-AP, Suspensions	The procedure and footnotes are updated in response to a five-year review.	<input type="checkbox"/>
6:100, Using Animals in the Educational Program	The policy is unchanged. The footnotes are updated to delete an administrative procedure reference and in response to a five-year review.	<input type="checkbox"/>
6:100-AP, Dissection of Animals	The procedure is unchanged.	<input type="checkbox"/>

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

6:100-E1, Guidelines and Application for Using Animals in School Facilities for Educational Purposes	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
6:100-E2, Student Permission for Exposure to Animal(s)	<b>RENAMED.</b> The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
6:120-AP4, Care of Students with Diabetes	The procedure is updated in response to a five-year review.	<input type="checkbox"/>
6:145, Migrant Students	The policy, Legal References, and footnotes are updated in response to a five-year review.	<input type="checkbox"/>
6:160, English Learners	The policy and footnotes are updated for the same reasons stated above in 2:150-AP, <i>Superintendent Committees</i> , and in response to a five-year review. Text was added to the <b>Parent Involvement</b> subhead restating the law requiring a district to establish a Transitional Bilingual Education Programs Parent Advisory Committee. Footnotes explain 105 ILCS 5/14C-10.	<input type="checkbox"/>
6:170, Title I Programs	The policy is unchanged. The footnotes are updated in response to a five-year review.	<input type="checkbox"/>
6:170-AP1, Checklist for Development, Implementation, and Maintenance of Parent and Family Engagement Compacts for Title I Programs	The procedure and footnotes are updated in response to a five-year review.	<input type="checkbox"/>
6:170-AP1, E1, District-Level Parent and Family Engagement Compact	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
6:170-AP1, E2, School-Level Parent and Family Engagement Compact	The exhibit and footnotes are updated in response to a five-year review.	<input type="checkbox"/>
6:170-AP2, Notice To Parents Required by Elementary and Secondary Education Act, McKinney-Vento Homeless Assistance Act, and Protection of Pupil Rights Laws Act	<b>RENAMED.</b> The exhibit and footnotes are updated in response to a five-year review.	<input type="checkbox"/>
6:190-AP, Academic Eligibility for Participation in Extracurricular Activities	The procedure is unchanged.	<input type="checkbox"/>
6:235, Access to Electronic Networks	The policy, Legal References, Cross References, Administrative Procedure references, and footnotes are updated in response to the expanded use of educational technologies in schools and for other continuous improvements. The Legal References are also updated in response to 20 U.S.C. §7131 and 115 ILCS 5/14(c-5), added by 101-620. 7:315, <i>Restrictions on Publications; High Schools</i> , and 7:345, <i>Use of Educational Technologies</i> , are added to the Cross References.	<input type="checkbox"/>

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

6:235-AP1, Acceptable Use of the District's Electronic Networks	The procedure is updated in response to the expanded use of educational technologies in schools and to a five-year review.	<input type="checkbox"/>
6:235-AP1, E1, Student Authorization for Access to the District's Electronic Networks	This exhibit is updated in response to the expanded use of educational technologies in schools.	<input type="checkbox"/>
6:235-AP1, E2, Staff Authorization for Access to the District's Electronic Networks	This exhibit is updated in response to the expanded use of educational technologies in schools and in response to a five-year review.	<input type="checkbox"/>
6:235-AP2, Web Publishing Guidelines	The procedure is updated in response to a five-year review.	<input type="checkbox"/>
6:235-E3, Online Privacy Statement	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
6:235-E4, Keeping Yourself and Your Kids Safe On Social Networks	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
6:250-AP, <del>Securing and Screening</del> Resource Persons and/or School Volunteers; <u>Screening</u>	<b>RENAMED.</b> The procedure and footnotes are updated in response to a five-year review.	<input type="checkbox"/>
6:255, Assemblies and Ceremonies	The Legal References are updated in response to a five-year review. The footnotes are also updated in response to a five-year review.	<input type="checkbox"/>
6:260, Complaints About Curriculum, Instructional Materials, and Programs	The policy, Legal References, Cross References, and footnotes are updated in response to a five-year review.	<input type="checkbox"/>
6:260-E, Curriculum Objection	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
7:220, Bus Conduct	The policy is updated in response to a five-year review with a minor style change that does not require board action. The footnotes are also updated in response to a five-year review.	<input type="checkbox"/>
7:230, Misconduct by Students with Disabilities	The policy is unchanged. The footnotes are updated in response to a five-year review.	<input type="checkbox"/>
7:240-AP2, E1, Consent to Participate in Extracurricular Drug and Alcohol Testing Program	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
7:280, Communicable and Chronic Infectious Disease	The Legal References and footnotes are updated in response to a five-year review. A repealed statute was deleted from the Legal References.	<input type="checkbox"/>
7:340-AP1, E3, Letter to Parents and Eligible Students Concerning Military Recruiters and Postsecondary Institutions Receiving Student Directory Information	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>

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

7:340-AP1, E4, Frequently Asked Questions Regarding Military Recruiter Access to Students and Student Information	The exhibit is updated in response to a five-year review.	<input type="checkbox"/>
7:340-AP2, Storage and Destruction of School Student Records	The procedure is updated in response to an expedited correction made to 23 Ill. Admin. Code §375.40, clarifying the method of destruction for school student records, and for continuous improvement.	<input type="checkbox"/>
7:345-AP, E4, Notice of Parent Rights Regarding Student Covered Information	<b>NEW.</b> The exhibit is created in response to 105 ILCS 85/, added by P.A. 101-516, eff. 7-1-21, requiring districts to web post procedures describing parents' rights to access their children's <i>covered information</i> under the Student Online Personal Protection Act.	<input type="checkbox"/>
8:90, Parent Organizations and Booster Clubs	The policy and footnotes are updated in response to a five-year review.	<input type="checkbox"/>
8:95-E2, Verification of School Visitation	The exhibit is unchanged.	<input type="checkbox"/>

### PRESS Issue 107 Trivia

208 PRM pages • 251 footnotes • 53,305 words • 85 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, August 3, 2021

**Agenda Item V-C**

**Administrative: Approve Substitute Teacher Compensation ACTION**

The following item is included for approval at the Business Meeting on Tuesday, August 3, 2021:

**BE IT RESOLVED**, the Diamond Lake 76 Board of Education approves the recommendation for Substitute Teacher Compensation, as presented.



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

BOARD OF EDUCATION  
BUSINESS MEETING  
Tuesday, August 3, 2021

**AGENDA ITEM V-D**

**Personnel: Approve Resolution for Personnel Items: Action**

The resolution is being submitted for approval at the Business Meeting on Tuesday, August 3, 2021.

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

**New Hire(s):**

Employee	School	Position	Effective Date
Downing, Jenna	DLS	Art/STEAM Teacher	8.16.2021
Olefsky, Susan	DLS	PreK Teacher	8.16.2021
Flores, Guadalupe	DLS	Administrative Associate	8.9.2021
Green, Michele	DLS	Certified School Nurse	8.16.2021
Mangtani, Bindu	WOMS	Innovation Center Learning Associate	8.16.2021

**Resignation(s):**

Employee	School	Position	Effective Date
Verzani, Michael	WOIS	Physical Education Teacher	7.30.2021

## OPERATIONAL SERVICES

### **4:182 Face Coverings**

# **General Rule – Face Coverings Required**

The School Board acknowledges the continuing need to follow the Joint Guidance issued by the Illinois State Board of Education (ISBE) and Illinois Department of Public Health (IDPH) with respect to health and safety protocols for the return to in-person instruction. Accordingly, except for individuals younger than 2 years of age, any individual present in any building, facility or transportation vehicle (i.e. bus) owned, operated or used by the District, shall at all times wear a face covering, even when social distancing is maintained.

### When Face Coverings May Be Removed

Face coverings may be removed when:

- . Individuals are eating and/or drinking in spaces and at times so designated by the District;
- . Teachers and students are engaged in band activities necessitating such removal;
- . Individuals are outside and social distance (at least six feet apart) is maintained;  
or
- . Individuals are having trouble breathing.

### Reasonable Accommodations

Individuals who cannot tolerate a face covering due to a medical condition or disability related condition, or who present other bona fide reasons for not being able to wear a face covering, may be permitted to utilize alternative options such as a face shield or other reasonable accommodation. The Superintendent or designee shall have discretion to determine whether an employee, visitor, or third-party individual qualifies for a reasonable accommodation. For a student with a medical condition or disability, the student's education team (i.e. IEP team, 504 team, health plan team) will determine whether the student qualifies for a reasonable accommodation and the accommodation to be provided. As a condition to granting a reasonable accommodation, the District may require an individual to provide a physician's note and/or other relevant information, documents, or certifications with respect to the condition or circumstance. Requests for reasonable accommodations from the face covering requirement shall be assessed in accordance with applicable state and federal law.

### What Constitutes A Face Covering/Additional Resources

For purposes of this section, “face covering” means a cloth face covering, N95 mask, surgical mask, or other material that fully covers the nose and mouth and is approved by the Centers for Disease Control and Prevention. For additional information and resources regarding face coverings, please see:

Illinois Dept. of Public Health - <http://www.dph.illinois.gov/covid19/community-guidance/mask-use>

CDC DIY Cloth Face Coverings (April 4) – <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/diy-cloth-face-coverings.html>

CDC Recommendations for Cloth Face Covers – <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cloth-face-cover.html>

U.S. Surgeon General How to Make Your Own Face Covering (YouTube) – <https://youtu.be/tPx1yqvJgf4>

CDC Cloth Face Covers FAQ – <https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/cloth-face-cover-faq.html>

#### Consequences for Violating Policy

An individual’s refusal to wear a face covering in accordance with this policy shall constitute a violation of the District’s applicable rules of conduct, and may subject the individual to disciplinary action and/or prevent the individual from entering the District’s buildings, facilities or transportation vehicles until the individual complies with this policy. Face covering designs and images must comply with the District’s Student Appearance Policy and must not disrupt the educational process, interfere with the maintenance of a positive teaching/learning climate, or compromise reasonable standards of health, safety and decency. The Superintendent or designee shall apply and enforce this policy.

#### Application and Duration of Policy

This policy shall apply any time ISBE and/or IDPH Joint Guidance recommends that face coverings be used in Illinois schools. Upon any change in or withdrawal of the Joint Guidance, the School Board hereby delegates to the Superintendent authority to establish temporary rules and procedures, and/or to suspend this policy, consistent with such change or withdrawal.

Adopted: August 4, 2020



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

**2021/22 Board of Education Meetings** Approved: 5.18.2021

<b>Committee</b>	<b>Business</b>	<b>Special Meetings/Public Hearings</b>
*	7.20.21	
8.3.21	8.17.21	
*	9.21.21	9.21.21 Budget Hearing
10.5.21	10.19.21	
11.2.21	11.16.21	
*	12.14.21	12.14.21 Levy Hearing
*	1.11.22	
2.1.22	2.15.22	
3.1.22	3.15.22	
4.5.22	4.19.22	
5.3.22	5.17.22	
6.7.22	6.21.22	

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

All Board Meetings will begin at 7:00 PM  
at West Oak Campus, 26156 N Acorn Lane, Mundelein, IL 60060