

**MINUTES OF THE POLICY COMMITTEE MEETING OF SENECA TOWNSHIP  
HIGH SCHOOL, DISTRICT 160, SENECA, ILLINOIS**

A meeting of the Policy Committee was held on May 1, 2024, at 4:30 p.m. The meeting was called to order with the following members present Ron Frye, Tiffany Biros, and Jason Eltrevoog.

Also present: Dan Stecken, Mike Coughlin, and Mark Giertz.

Absent: None

A. Public Comment

There was no public comment.

B. PRESS Policies Update:

1. Dr. Stecken reviewed the most recent PRESS issue update, summarizing key changes centered mainly around Title IX changes, specifically PRESS policies 2:260 "Uniform Grievance Procedure," 2:265 "Title IX Grievance Procedure," 2:270 "Discrimination and Harassment on the Basis of Race, Color, or National Origin Prohibited," 7:10 "Equal Educational Opportunities," 7:180 and "Prevention of and Response to Bullying, Intimidation, and Harassment."
2. There were other updates within the PRESS updates, such as 5-year reviews and legal updates that Dr. Stecken reviewed.

C. Handbook Reviews:

1. Mr. Giertz reviewed some of the changes to the Parent/Student Handbook, including Artificial Intelligence (AI), "Senecaized" cell phone policy and expectations, and dance (Homecoming and Prom) eligibility expectations.
2. Mr. Coughlin reviewed the faculty handbook changes recommended by Bushue HR including some legal updates such as FMLA, child bereavement, etc.
3. Dr. Stecken discussed the combination of the Student Activities and Coach's Handbooks. Both handbooks have some repetitive information, but both have good resources for the staff. It makes sense to combine them into one handbook moving forward. Dr. Stecken advised the Board Committee that he would expect to have a combined version within the next week for the May BOE meeting.
4. Dr. Stecken discussed the Support Staff handbook with the updated recommendations from Bushue HR.

D. Media Center Media Guide Plan:


Dr. Stecken and Mr. Coughlin discussed the updates needed for the Media Center Media Guide Plan. Due to retirements within the district, the plan needed updates with new personnel, with Mrs. Alison Peterson a licensed librarian and Mrs. Jodi Trager who will transition from the paraprofessional role to supervise the Media Center.

E. Cell Phone Policy:

Mr. Giertz and Mr. Coughlin discussed the updates within the Student Handbook and expectations for teachers and students with the updated plan. Expectations include student cell phones and headphones in teacher classroom organization compartments.

- F. E-Leaming Policy:  
Mr. Coughlin discussed the School Improvement Team's work with the E-Leaming Policy. Dr. Stecken reminded the Board that administration will make the recommendation if the district wants to utilize an E-Leaming Day or traditional snow day, but needs this plan approved by the BOE and ISBE to be authorized to use an E-Leaming Day next year and in the next 3-years.
  
- G. Registration Plan Update:  
Dr. Stecken discussed the parent feedback he received from parents about the free tuition if parents fulfill the 3-phase parent commitment. He stated how surprised the parents were and appreciative of this effort.
  
- H. Strategic Plan Policy Update:  
Dr. Stecken reviewed PRESS policy 7:60 update that allows the Board of Education to determine if the district would permit district employees children, who are non-residents, to attend the district. It was determined that this policy would make great sense if the feeder districts adopted a similar policy, with an Intergovernmental Residency Agreement. Dr. Stecken will further investigate the possibilities of this and report back to the Board.

The meeting adjourned at 5:41 p.m.

  
Board President

  
Board Secretary

5-15-2024  
Date