

# HARPER CREEK COMMUNITY SCHOOLS

EDUCATE • EMPOWER • EQUIP

Students for Life

## BOARD OF EDUCATION Minutes

Monday, July 29, 2024

4:30 PM – Policy Committee Meeting

Harper Creek Administration Building

7454 B Drive North, Battle Creek, MI 49014

- I. Call to Order: The meeting was called to order at 4:32 PM. Members present: Dr. Borders, Mrs. Allwardt, Mrs. Waterson. Also present: Rob Ridgeway and Laura Williams.
- II. Discussion
  - A. Thrun Policy Updates:
    1. The revision applicable to all series is to remove “guardian” from parent/guardian and to define parent as “a student’s natural or adoptive parent or legal guardian”.
    2. 2000 Series
      - a. 2201 Board Powers- Added reference to board members in the provision regarding indemnification.
      - b. 2303 Board Member Code of Ethics– Minor technical revisions
      - c. 2401 Board Member Elections – Minor technical revisions
      - d. 2405 Board Officer– from Board Officers to Board Members Only
      - e. 2501 Board Meetings– New guidance add over 36 hours re-post.
      - f. 2504 – Minor technical revisions
    3. 3000 Series
      - a. 3102 Smoking and Tobacco Products, Drugs and Alcohol – Updated “tobacco product”
      - b. 3105 Visitors and Volunteers Option – already said yes. Before transportation of students to and from school-sponsored events.
      - c. 3106 Booster Clubs, PTOs, and Other Support Groups- clarified “internal support group” definition.
      - d. 3115-3115H Nondiscrimination and Retaliation – Change houses Non-Discrimination, Anti-Harrassment, and Retaliation (including Title IX and Elliott-Larson Civil Rights Act. (was under 3118)
      - e. 3115-F-1 – New Nondiscrimination, Anti-harassment, and non-retaliation
      - f. 3115-F-2 – New Nondiscrimination, Anti-harassment, and non-retaliation Form
      - g. 3118 Title IX Sexual Harassment – Formerly the Title IX policy- is now a shorter policy addressing the Nondiscrimination Covenant in contracts with the District.
      - h. 3119 Experimental or Pilot Programs– Updated citation
      - i. 3120 – Intentionally left blank
      - j. 3201A – Intentionally left blank
      - k. 3207 School Activities Funds SD– Updated legal citation
      - l. 3208 Surety Bonds of District Officials SD- Updated legal citation
      - m. 3211 Post Insurance Tax Compliance – Clarified that, by default, debt compliance officer training is annual.
      - n. 3301 Purchasing and Procurement – Clarified that purchases by District administration remain subject to Board approval under Policy 2202.
      - o. 3306 Construction Bidding– Updated to reflect bid requirements related to the recently enacted Michigan prevailing wage law.

- p. 3307 Construction Administration– Updated a reference to federal and state prevailing wage requirements and to clarify the responsibility for paying prevailing wages.
  - q. 3402 Drills, Plans, and Reports –
    - 1) B – Cardiac Emergency Response Plan
    - 2) C – Drinking Water Management Plan
  - r. 3408 Service Animals- Added reference to MCL28.424o(5)Definition of a police officer.
  - s. 3410 Opioid Antagonist– Moved to a new section – was in 5706.
  - t. 3501 Michigan Freedom of Information Act Procedures and Guidelines– AG - Attachments removed from AG and re-designated as separate forms for consistency.
  - u. 3501-F-1 -, 3501-F-2, 3501-F-3- New designation for forms that were previously identified as Attachments A, B, and C in 3501-AG.
4. 4000 Series
- a. 4101 Non-discrimination- Pregnant Workers Fairness Act citation updated in legal authority section. Updated cross-references to Non-discrimination, anti-harassment, and retaliation policies.
  - b. 4102 and 4104 Anti-Harassment, including sexual harassment and Discrimination and Retaliation Complaint Form– Titles updated; Updated cross-reference to Non-discrimination, Anti-harassment, and retaliation policies.
  - c. 4105 Title updated; Removed Pregnant Workers Fairness Act references. New policy 4105A addresses Pregnant Workers Fairness Act accommodations based on recently issued regulations.
  - d. 4105A – New policy to address accommodations under the Pregnant Workers Fairness Act and its regulations.
  - e. 4105B – New policy to address religious accommodations under Title VII.
  - f. 4106 Family and Medical Leave Act- Added flexibility to permit the Superintendent or designee to permit intermittent or reduced leave for the birth of a child or child adoption or foster care, even though intermittent leave for these situations is not required by law.
  - g. 4107 Military Leave – Added space Force to applicable uniformed services covered under military leave.
  - h. 4109 Break Time for Nursing Mothers- Updated language to incorporate requirements under PUMP Act. Revisions include: (1) policy update to apply to all employees, not just exempt employees, (2) provide for breaks each time an employee needs to express breast milk. (3) non-exempt employees will be unpaid unless not completely relieved from duty during the entirety of the break, (4) updated legal authority to 29 USC 218d.
  - i. 4201Employee Ethics and Standards SD- Added language requiring school employees to report suspected abuse of neglect of vulnerable adults to APS in compliance with Michigan’s Social Welfare Act.
  - j. 4202 Childrens Protective Services Reporting and Student Safety and Welfare – Title updated; added language requiring school employees to report suspected abuse of neglect of vulnerable adults to APS in compliance with Michigan’s Social Welfare Act.
  - k. 4205-AG-1 Criminal Justice Information Security– Updated to reflect FBI’s Criminal Justice Information Services Security Policy, version 5.9.4.
  - l. 4206 Employment Contracts- Added language requiring an evaluation appeal process pursuant to RSC Sections 1249 and 1249b.

- m. 4207 Third Party Contracting of Non-Instructional Support Services– Remove surplusage.
  - n. 4209 Prohibition Against Abortion Referrals and Assistance– Updated to reflect the repeal of law that prohibited certain District officials, Board members, and District employees from referring a student for an abortion or assisting a student with obtaining an abortion. This policy is now optional, and the discipline appeal procedure specified in the repealed law has been removed from the policy.
  - o. 4213 Anti-Nepotism– Removed ability of superintendent’s designee or Board to make exceptions to policy; revised to provide for two options: (1) superintendent may make exceptions with Board approval or (2) with prompt notice to the Board.
  - p. 4215 District Technology and Acceptable Use Policy– Added a restriction that only authorized employees may disclose District records to third parties.
  - q. 4228 No Expectation of Privacy – Updated legal authority section with the Fourth Amendment of the United States Constitution.
  - r. 4229 – New optional policy to address acceptable use of Artificial Intelligence.
  - s. 4401 – Removed reference to RSC Section 1233b.
  - t. 4402,4402-R, 4403,4403-R, 4405,4405-R, 4408,4409,4409\_R,4503,4503-R,4507,4603 – Prohibited subject legal change.
5. 5000 Series
- a. 5101,5102,5213,5305,5306,5503,5507,5509,5708,5806 – Minor language clarifications/technical revisions.
  - b. 5103 Search and Seizure– Language clarification law enforcement notification requirements.
  - c. 5105 Collaboration with Outside Entities– Language clarification regarding Policy application.
  - d. 5106 Transgender Students– Modified optional provisions, updated language to comply with legislative changes, removed definition section, minor language clarifications throughout policy, Revised Gender Support Plan optional language for readability and consistency of terms, clarified student privacy requirements, included citations to Elliott-Larsen Civil Rights Act.
  - e. 5202 Unlawful Discrimination, Harassment, and Retaliation Against Students- Clarified which policy applies for student-to-staff misconduct, revised definition of unlawful harassment to comply with Elliott-Larsen Civil Rights Act. Revised race-based harassment to comply with the CROWN Act, revised sex-based discrimination to comply with Elliott-Larsen Civil Rights Act, Clarified reporting obligations of other forms of unlawful discrimination, included language that permits a Coordinator to discontinue the investigation if the allegations do not rise to unlawful discrimination, include language permitting informal resolution, investigation timeline section revised to ensure streamline process and provide clarity, removed investigation Report to streamline this process for clients.
  - f. 5203 Hazing– Clarified prohibited conduct
  - g. 5204 Student Appearance and Dress Code– Minor language clarification to avoid redundancy, include citations to Elliott-Larsen Civil Rights Act.
  - h. 5206 Student Discipline- Incorporated new language regarding sexual assault allegations.
  - i. 5206B Student Discipline- Students with Disabilities– Replaced “suspend” with remove for legal consistency.

- j. 5206C Student Discipline – Reinstatement Following Expulsion– Revised section A to Clarify Board’s authority to modify reinstatement procedures consistent with Revised School Code Section 1310d, Revised Section B to clarify that petition does not result in a hearing.
- k. 5206D Student Discipline- Enrollment Following Misconduct at Another Public or Non-Public School– Clarified when a hearing may be held
- l. 5208 Student Acceptable Use and Internet Safety Policy Added cross-reference to District’s Technology and Acceptable Use policy.
- m. 5209 Student Use of Cell Phone and Electronic Communication Devices – Cell phone policy adjusted.
- n. 5301 Compulsory Attendance Absenteeism and Truance – SD - Minor language clarification, included language specifying that physician, physician assistant, or nurse practitioner may provide absence verification.
- o. 5303 Student Enrollment and Withdrawal– Minor language clarification. Included language addressing pursuing legal options for false or misleading enrollment information.
- p. 5304 Nonpublic Schools Students Part-Time Attendance SD– Language revised to clarify that comparability is one requirement; however, shared time programs must comply with all state law and constitutional requirements. Formatting change for readability.
- q. 5309 Students Records and Directory Information– Revised Section B to clarify that a parent of an IDEA-eligible student may request a personal curriculum before the student has completed grade 9. Revised Section C to clarify expectations to receive credit.
- r. 5414 IDEA Rights– Included language to clarify a student’s rights under IDEA.
- s. 5415 Summer School – Remove requirement to include procedures in student handbooks. Include language clarifying student expectations for summer school.
- t. 5416 Homebound and Hospital Instruction SD– Clarified timelines and expectations for students with disabilities.
- u. 5420 Sex Education– Remove Section C in Option 1 and Section H in Section 2 to comply with repealed law.
- v. 5421 Work-Based Learning– Added legal authority citation.
- w. 5502 School Attendance on Days of Scheduled Activities– Clarified language to specify student’s role in this process.
- x. 5506 Field Trips– Removed language regarding age restrictions.
- y. 5510 Student-Initiated, Non-Curricular Clubs– Clarified when a club may be formed. Streamlined appeal process.
- z. 5601 Special Education– Clarified applicable legal protections.
- aa. 5701 Child Abuse and Neglect– Change title. Included new section addressing vulnerable adult reporting.
- bb. 5706 Opioid Antagonist - policy was moved to the School Safety and Security subseries as Policy 3410 as it addresses more than just students.
- cc. 5707 School Wellness Policy– Included new section addressing meal change policy.
- dd. 5709 Lice Nits and Bed Bugs- Revised explanatory notes.
- ee. 5710 Student Suicide Prevention– Basic Policy from considered options.
- ff. 5711 Toliet Training- Revised readability.
- gg. 5713 Immunizations and Communicable Diseases– Clarified when certificates are required.
- hh. 5714 Threat Assessment and Process– New Policy – Option 1
- ii. 5715 – New Policy

- jj. 5804 Work Permits– Added legal authority.
- kk. 5807 Flag Display and Pledge of Allegiance– Changed title, removed flag display language.
- 6. 5515 Student Oral Health Assessment (New)
- III. Comments from the Audience: There were no comments.
- IV. Adjournment: The meeting was adjourned at 6:04 PM

This meeting is a meeting of the Board of Education in public for the purpose of conducting the School District's business and is not to be considered a public community meeting. As indicated on the agenda, there is a time for public participation during the meeting.