



POLICY REVIEW COMMITTEE

Mike McDonough, Deputy Superintendent
Friday, March 11, 2022, 9:30 AM Central Office

Hilliard City School District
Operations Department

Committee Members

Beth Murdoch, Board of Education
Brian Perry, Board of Education
Brian Wilson, Treasurer/CFO
Mike McDonough, Deputy Superintendent
Stacie Raterman, Communications Director
Herb Higginbotham, Director of Elementary Education
Samantha Althouse, Director of Secondary Education

Jamie Lennox, Assistant Special Education Director
Hilary Sloat, Director of Diversity, Equity & Inclusion
Matt Middleton, Principal Hilliard Darby HS
Matthew Trombitas, Principal Hilliard Heritage MS
Erin Dooley, Principal Hilliard Station Sixth Grade
Holly Meister, Principal Scioto Darby Elementary
Stephanie Borlaza, Principal Britton Elementary

SUMMARY

This committee meets quarterly each school year. One of the objectives of this committee is to study each issue thoroughly making sure we have appropriate policies that reflect the mission and vision of the Hilliard City School District.

The Policy Review Committee considers all proposed new policies, revisions of current policies and/or rescinding of a current policy before being presented to the Superintendent for submission to the Board of Education. Two readings at two separate meetings shall normally be required before a new or revised policy may be adopted. Action to adopt will take place at a subsequent third meeting. However, the Board does have the option of voting for adoption at the second meeting.

The following is a brief overview of the issues discussed at the meeting on March 11th and the committee's recommendations.

Guest/Request to Address the Policy Review Committee

1. Tom Rowe – Presented classroom flags to the district – thank you!
2. Lisa Chaffee – Pledge of Allegiance
3. Omar Tarazi – Flags and Pledge of Allegiance, Released Time for Religious Instruction, Policy Process
4. Kelly Arnold – Pledge of Allegiance
5. Les Carrier – Pledge of Allegiance, Policy Process

Review of Policies/Regulations/Exhibits – Tabled at a Previous Policy Review Meeting

1. BBA – School Board Powers and Duties
2. BBF-E – Board Member Code of Ethics

Reviewed as requested by Board of Education.

Mr. Perry suggested language additions that he felt would hold board members accountable to follow the policies they enact and tie an ethical duty to follow the Code of Ethics.

POLICY REVIEW COMMITTEE - SUMMARY

Friday, March 11, 2022

Mrs. Murdoch felt like we were creating a loop with the language revisions. She requested that we strike “and to abide by them” from #10 on policy BBA. Mr. Perry agreed.

Mrs. Murdoch asked what was meant by “applicable administrative regulations”? Mr. Perry answered that it is anything Mr. Stewart would require of the staff. Mr. Perry stated that the board members would be obligated to follow the same expectations as the staff. Mrs. Murdoch asked that we strike the word “applicable”. Mr. Perry agreed and suggested we send the policies to the Board for a first reading and take that time to modify if needed.

The PRC is recommending the above policies for a first reading.

3. BF – Board Policy Development and Adoption
4. BFB – Preliminary Development of Policies
5. BFB-E – Preliminary Development of Policies
6. BFC – Policy Adoption

Reviewed as requested by Board Members on the Policy Review Committee.

Mr. McDonough explained that there were some questions at our December meeting around how policies are developed and how they are adopted. We have three policies as well as an exhibit that go with this process that have some overlap as well as some ambiguous pieces. We have talked with our legal counsel and OSBA about these policies. Mr. McDonough used the feedback from OSBA, legal counsel and our constituents to create a revised version of policy BF. He included the elements in BFB, BFB-E and BFC in this revised policy. If we recommend the revised version of BF, we would also recommend rescinding policies BFB, BFB-E and BFC.

The PRC is submitting the revised version of BF to the Board for a first reading and recommending rescinding policies BFB, BFB-E and BFC.

7. IND/INDA – School Ceremonies and Observances/Patriotic Exercises

Reviewed proposed changes submitted by community member and Board of Education.

Mr. Perry shared the proposed revisions then provided his initial reaction. He stated that most of the lines that were removed were directly from ORC 3313.602. His opinion on the second edit to the policy was that he would like to stay in close alignment with ORC. The first edit to the policy states “The school should start each day with the Pledge of Allegiance, and every classroom should have the American flag.” He stated that the reference to a flag in every classroom was taken care of at the last Board meeting. His input on “The school should start each day with the Pledge of Allegiance” was that the original language in the policy uses the word encourage and is directly from ORC. He stated that we cannot require everyone to say the pledge because we have freedom of speech through first amendment rights. He also did not feel that the Board’s position should be to dictate how teachers use their instructional class time.

Mrs. Murdoch stated that she believes it helps students and teachers by providing consistency across the district. She felt that the opting out should be at the individual level and not at the building or teacher level. She agreed with retaining “The Board prohibits the intimidation of any student by other

POLICY REVIEW COMMITTEE - SUMMARY

Friday, March 11, 2022

students or staff aimed at coercing participation in reciting the pledge.” Mrs. Murdoch shared that she read something about setting aside a minute and a half of every morning for “civic exercises” and saying the pledge could fulfill that requirement. She said she would potentially be willing to adopt something similar to what was in that case law.

Mr. McDonough shared with the committee that we have nearly 1,000 classrooms in the district, 42 of which did not have a flag. The flags have been ordered and will be put up as soon as we get them. We have a variety of different ways the pledge is said in our buildings. Eight out of fourteen elementary buildings, one sixth grade building and one middle school building recites the pledge every day. Many of our buildings say it at the beginning of the week. Only two buildings do not say the pledge. We have some buildings that have chosen to say it on symbolic days. At our preschool, we have some students that are not physically able to say the pledge, so they have books where they teach the students about the pledge.

Mr. Perry stated that setting aside a set amount of time for “civic exercises” is still dictating how instructional time is used and his opinion is that the Board should not be involved with that.

Mrs. Sloat shared that *starting* the day with the pledge would be difficult in buildings due to having students going different ways at the start of the day and felt that it would be more of a compliance than something meaningful.

Mr. Perry shared that ORC states that a time and manner would need to be specified. Mr. McDonough and others on the committee suggested that the time and manner would need to be established by each building. A specific time would not work at every building.

Mrs. Meister stated that Scioto Darby Elementary says the pledge as part of the announcements every day. She has concerns that if something came up and a teacher was not able to show the announcements one day, the teacher would be worried about getting into trouble for violating board policy. She asked if that was something that she, as the principal, would be responsible for policing. She felt that if a teacher did not show the announcements one day, it would not be intentional. She also felt that each teacher should be able to decide when they would show the announcements. Her opinion was that the policy should be left as it is.

Mr. Middleton did not think we should specify “the start of each day” knowing it would not work for each building.

Mrs. Althouse suggested that we add “or staff” after student in the sentence in the second revision that we decided to keep. The PRC agreed. The revised sentence will read “The Board prohibits the intimidation of any student **or staff** by other students or staff aimed at coercing participation in reciting the pledge.”

The PRC is recommending policy IND/INDA for a first reading. More discussion will be needed by the Board regarding the first proposed revision in the first paragraph of the Patriotic Exercises section.

8. KJA – Distribution/Advertisement/Promotion of Any Kind on Non-School-Sponsored Literature
9. KJA-R - Distribution/Advertisement/Promotion of Any Kind on Non-School-Sponsored Literature

POLICY REVIEW COMMITTEE - SUMMARY

Friday, March 11, 2022

Reviewed as requested by the Board of Education.

Mrs. Murdoch stated that the first revision in KJA is broadening what happened last fall when the Board voted to allow school board candidates to be at football games, etc. to talk to parents and voters but not distribute written materials. It would open things up to other candidates in the community, such as city council. It also states that candidates and their teams can wear campaign-related apparel. The second revision relates primarily to election day when we use our buildings as polling places. This would make our buildings more like regular polling places, candidates would be permitted to place campaign materials in the area outside the polling places and would also require candidates to clean up their materials.

Mr. McDonough asked why we would strike out the last sentence in #8. Mrs. Murdoch agreed that we would not need to strike that sentence. Mr. McDonough felt that allowing signs and literature puts undue burden on our grounds staff. It puts our principals and grounds staff in an awkward position as to whether they should confront those who do not clean up their campaign materials. Mr. McDonough did not agree with adding additional groups outside of school board candidates.

Mr. Perry shared that the Board has been passing a resolution for over a decade to allow candidates to campaign at the three football games of Hilliard schools playing Hilliard schools. He did not feel like we needed to open it up beyond that or to other events, such as concerts, plays and school board meetings, or to candidates other than school board candidates. He felt that we should stick with no distribution of campaign materials. He feels that when the buildings are designated as polling places it would be ok to open it up to other candidates but still not allow signs.

Mrs. Murdoch suggested we add the proposed language to #8 with the exception of signs. Mr. Perry suggested that we better define campaign workers. The committee decided on campaign candidates/designees/supporters.

Mr. McDonough felt like what we were adding in #8 contradicted #7. He suggested we revise #7 or leave #8 as is.

Mr. Perry felt that we did not need the proposed revision in KJA-R due to the revisions to KJA. Mrs. Murdoch agreed.

The committee revised the proposed revisions. The PRC is recommending the newly revised version of KJA for a first reading. No revisions are being recommended for KJA-R.

Review of Policies/Regulations/Exhibits – as Requested by District Administration and Board of Education

1. BD – School Board Meeting
2. BFF – Suspension of Policies

Reviewed as requested by District Administration and the Board of Education.

At the last Board meeting, the Board suspended a sentence of policy BD. Following the language in policy BFF, the suspension can only be for one meeting at a time. We have received input from legal counsel on how to proceed moving forward. We will need to suspend a sentence in policy BD and BDDF

POLICY REVIEW COMMITTEE - SUMMARY

Friday, March 11, 2022

at each meeting a board member attends remotely through June 30, 2022. No policy changes are needed.

3. BDDB – Agenda Format
4. BDDC – Agenda Preparation and Dissemination

Reviewed as requested by District Administration and the Board of Education.

Mr. McDonough explained that we discovered conflicting information in these two policies regarding the timeline for the Board receiving agendas and related materials for board meetings. Mrs. Murdoch suggested changing both policies to two business days.

The PRC is recommending these policies for a first reading.

5. JEFB – Released Time for Religious Instruction

Reviewed as requested by District Administration.

Mr. McDonough explained that a local community group has reached out to the Superintendent as well as some of our building principals about potentially having some students join them for religious education. This is allowable by law so long as the Board has a policy in place to support it. We do not currently have that policy in place. We have received feedback from legal counsel and created a proposed policy for review. Mr. Stewart, Mr. McDonough and Mr. Higginbotham met with some of our elementary principals, mainly to talk about how this would work operationally. Mr. McDonough explained that it is one thing to say you can do this but when you get into the operations of a school it becomes more challenging, especially at the elementary level. Part of the law states that the students cannot miss core instruction. That basically leaves two options – lunch and specials. Mr. McDonough asked for input from the committee.

Mrs. Meister shared her thoughts about this from the elementary world. She has concerns about what message this would send to our related arts teachers if we pulled the students from specials. She feels that it would make them feel that their content is not viewed as important. She was thinking about it as if it were happening at her building one day. We would never have students unattended, so to start with we could potentially have a different list of students every day that we would need to account for in the event of an emergency, fire drill, etc. There would need to be correspondence with the organization and the school office to know who was going to be gone at what time and day. Even though transportation would need to be provided, someone would still need to be with the students while they were waiting to be picked up. There could be confidentiality issues if a student had a behavior situation at the time they were supposed to go. It would also be challenging because specials are scheduled differently in each building.

Mr. Perry stated that this is “kind of a non-starter” for him because of the reasons we already mentioned as well as many reasons we have not yet mentioned. He did not feel like there was a time other than specials that would work, and he also had concerns about the message that sends to those teachers. He believes the responsibility of missed work would be with the teachers and not the students. The teachers would be putting in extra time and work to help the students catch up on the missed work. He worries that this would only be applicable to one religion due to the location of the

POLICY REVIEW COMMITTEE - SUMMARY

Friday, March 11, 2022

nearest synagogue. He has concerns about turning over transportation and the quality of that transportation. His thoughts are that religious instruction should take place outside of school hours.

Mrs. Murdoch agrees with the concerns about logistics. She stated that we talk a lot about ORC. This is law in Ohio that this is allowed. She feels that it is the choice of the parent to decide what is best for their child. She does not see as much harm in it if we can work it out logistically.

Mr. Perry stated that it does not remove the parents' choice for religious instruction. Mrs. Murdoch and Mr. Perry agreed that there are other choices parents can make, such as homeschooling.

Mr. Trombitas said that it is just a logistics thing. When are things scheduled, when you set schedules where teachers are at certain times and when students leave the buildings and when they come back. Those things have specific times during the school year that they are a lot easier to manage. If there are a lot of changes and a lot of uncertainty, we work with people to try to set schedules all the time that work for students. If we have to change schedules to meet these needs, flexibility in classrooms and numbers can dictate that flexibility. If the numbers are large it's a problem, if the numbers are small it's much less of a problem. If it is something we are required to do, we need to say these are the times of year we can make this happen, this is when we would need the information by, these are the potential problems, and this is what we are going to do to address them. We need to be clear on what services we can provide based on the choices they make.

Mr. Perry stated that he did not feel like it is salvageable with all that we would have to change. The cost is enormous from our end and the benefit is minimal. He felt that this also dictates what teachers do with their instructional time.

Mrs. Murdoch said she was thinking about it from a 5-member board voting on whether to adopt this policy. She would like to hear a lot more from the public on this as opposed to today in this room deciding it is going to the board or not going to the board. She has no idea what the needs are of the public or what they think about this. She felt like not many people knew this was being discussed. Many people who might have strong opinions might not know it is being discussed.

Mrs. Murdoch asked what the next steps are on this. Mr. McDonough explained that we will capture the conversation and provide it to Mr. Stewart. He will discuss with Mrs. Long and they will decide how to move forward. Mrs. Murdoch requested that we ask for or look at ways to get some public input on their needs.

Review of Policies/Regulations/Exhibits – OSBA February 2022 PDQ

OAC CHANGES IMPACT POLICY

In recent review of various Ohio Administrative Code (OAC) changes, updates are necessary in the following areas:

Alternative administrator and superintendent licenses

1. GCB-2 – Professional Staff Contracts and Compensation Plans (Administrators)
2. GCB-2-R - Professional Staff Contracts and Compensation Plans (Administrators)

POLICY REVIEW COMMITTEE - SUMMARY

Friday, March 11, 2022

- State law allows for the issuance of alternative administrative licenses, allowing individuals from nontraditional career paths to serve as school administrators. The requirements are outlined in OAC and allow for an alternative principal, alternative superintendent or administrative specialist license. Each license requires a specific set of criteria to be met. The requirements have been in place for several years, but some recent changes are worth noting.
- Districts should review the full OAC provisions to ensure compliance with all requirements.

Mr. McDonough explained these changes and suggested we update our policy and regulation to align with the suggestions from OSBA.

The PRC agreed and is submitting these policies for a first reading.

Educational options

3. IGCD (Also LEB) – Educational Options
4. IGCD-R (Also LEB-R) – Educational Options
 - OAC [3301-35-01](#) sets forth the purpose and definitions for the rules adopted in OAC 3301-35. The rule was replaced entirely with a new rule, which also includes the reorganization within the rule of some provisions.

This policy and regulation have been updated to better reflect the process and current practices in educational options.

Mr. McDonough explained that Educational Options have been in place in Hilliard for over a decade now. He stated that the changes would not change anything we do in practice. We have on average about ten students per year that take advantage of Educational Options and about 90% of those are related to physical education.

The PRC is recommending this policy and regulation for a first reading.

Student conduct on district managed transportation

5. EEACC (Also JFCC) – Student Conduct on District Managed Transportation
 - OAC [3301-83-08](#) establishes the requirements for district policies for student conduct on school buses. Changes were made during the last major revision to this rule.

Mr. McDonough recommended adding the suggested statement to our policy.

The PRC agreed and is recommending this policy for a first reading.

SB 229 PROVIDES FLEXIBILITY FOR BLENDED LEARNING, REINSTITUTES FINANCIAL LITERACY REQUIREMENTS AND MORE

On Dec. 14, 2021, Gov. **Mike DeWine** signed Senate Bill (SB) 229 to offer flexibility to schools as they continue to respond to the COVID-19 pandemic. The bill contained an emergency clause, making it effective immediately upon the governor's signature. The bill makes changes to the following alternative learning models:

POLICY REVIEW COMMITTEE - SUMMARY

Friday, March 11, 2022

Blended Learning

6. IGCK – Blended Learning

- Ohio Revised Code (RC) [3301.079](#) previously defined “blended learning” as the delivery of instruction in a combination of time primarily in a supervised physical location away from home and online delivery whereby the student has some element of control over time, place, path or pace of learning. SB 229 modified this definition to include noncomputer-based learning opportunities.

Mr. McDonough shared that we are one of the few districts that moved forward this past Spring with this policy. The policy has been updated to include the definition of blended learning.

The PRC is recommending updating this policy in accordance with the above.

NEW COLLEGE CREDIT PLUS STUDENT ELIGIBILITY RULE

House Bill (HB) 110 made several significant changes to the College Credit Plus (CCP) program established in Ohio Revised Code (RC) Chapter [3365](#). More detail on these changes is available in the Aug 2021 PDQ. The revisions required the Ohio Department of Higher Education (ODHE) to adopt a new student eligibility rule. The final student eligibility rule needed to implement RC 3365.03 was approved with a Feb 13, 2022, effective date.

7. IGCH (Also LEC) – College Credit Plus

8. IGCH-R (Also LEC-R) – College Credit Plus

- RC [3365.03](#) defines the requirements for student eligibility for program participation.

There are no language revisions to the policy, only an additional legal reference. The language in the regulation has been updated to reflect the new student eligibility options. Mr. McDonough explained that we are already following this process and suggests that we update our regulation accordingly.

The PRC recommends this regulation for a first reading.