



Idaho School Boards Association, Inc.

"Leadership for Excellence in Idaho Public Education"

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MEMORANDUM

To: Members of ISBA's Policy Update Service

From: Quinn Perry, Policy & Government Affairs Director

Re: **Late Summer 2019 Policy Update Release**

The 2019 Late Summer Policy Update Release includes the following new or revised policies.

Board of Trustees

1260 Authorization of Signatures
1500 Board Meetings
1610 Trustee Conflict of Interest

Instruction

2335 Digital Citizenship and Safety Education
2435, 2435F Advanced Opportunities
2700P High School Graduation Requirements

Students

3285 Relationship Abuse and Sexual Assault Prevention and Response
3290 Sexual Harassment/Intimidation of Students
3296 Bullying Awareness Week
3450F Student Vehicle Parking

Community Relations

4120 Uniform Grievance Procedure
4150 Accommodating Individuals with Disabilities
4530F Crowdfunding Request Form

Personnel

5250 Certificated Staff Grievances
5275 Adult Sexual Misconduct
5395 Whistleblowing
5750 Employing Retired Teachers and Administrators

Financial Management

7400 Miscellaneous Procurement Standards
7408 Entering into Professional Service Contracts
7409 Acquisition of Real and Personal Property

Noninstructional Operations

8170P District-Owned Vehicles

Description of Update:

Board of Trustees

1260 Authorization of Signatures: ISBA routinely receives questions about what it means to “certify” an invoice, so the update clarifies this, changing it to “approving” an invoice instead. Furthermore, the changes under the “checks” portion to reflect the requirements of Idaho Code. **This is an optional policy.**

1500 Board Meetings: This language is reflective of changes outlined in House Bill 150 and went into effect on July 1st. Please note that this change to executive session **only** applies when you have two or more vacancies, and does not apply if board members are simply absent. **This is a highly recommended policy.**

1610 Trustee Conflict of Interest: The most important change to this policy is the legal references noted at the bottom of the policy. Additionally, we struck one section of the policy that many felt was redundant and raised more questions than answers. **This is a highly recommended policy.**

Instruction

2335 Digital Citizenship and Safety Education: We received many questions about the stricken-out section that outlines that instruction will be given to students “at the secondary level”, which the law does not state. **This is a required policy.**

2435, 2435F Advanced Opportunities: These are changes from the 2019 Legislative Session and include updates to how advanced opportunity or “fast forward” dollars may be used in your school districts. **This is a recommended policy.**

2700PHigh School Graduation Requirements: There have been some significant changes to Idaho’s graduation requirements as well as a new ability for your students to apply for a “flexible schedule,” if they meet certain criteria. As always, these are minimum requirements for graduation and the school district may add additional requirements. **This is a recommended policy.**

Students

3285 Relationship Abuse and Sexual Assault Prevention and Response: This is a minor change to a reference. **This is a required policy.**

3290 Sexual Harassment Intimidation of Students: This is a minor change to a reference. **This is a recommended policy.**

3296 Bullying Awareness Week: This is a minor change to a reference. **This is an optional policy.**

3450F Student Vehicle Parking: This is a recommended update to the Student Vehicle Parking Application as suggested by ISBA's legal counsel. **This is a highly recommended form if you have student parking.**

Community Relations

4120 Uniform Grievance Procedure: This update now includes a process for cases in which the person designated to hear a grievance is the subject of the grievance. **This is a highly required policy.**

4150 Accommodating Individuals with Disabilities: This is a minor change to a reference. **This is a required policy.**

4530F Crowdfunding Request Form: ISBA released a corresponding policy in the late Spring 2019 update. This form accompanies that policy. **This is an optional form.**

Personnel

5250 Certificated Staff Grievances: Like the update to the Uniform Grievance Procedure, this update addresses cases in which a person designated to hear a grievance is the subject of the grievance. **This is a highly recommended policy.**

5275 Adult Sexual Misconduct: This is a new policy to guide administrators and educators on addressing adult sexual misconduct in the school setting. **This is a recommended policy.**

5395 Whistleblowing: This is a new policy which outlines a process for when District employees know, or have reasonable cause to believe, that wrongful conduct has occurred within the school district. **This is a recommended policy.**

5750 Employing Retired Teachers and Administrators: This update ensures that when a school district hires a retired teacher or individual that they have followed the proper steps to avoid paying any penalties to the PERSI system. **This is a highly recommended policy.**

Financial Management

7400 Miscellaneous Procurement Standards

7408 Entering into Professional Service Contracts

7409 Acquisition of Real and Personal Property

All three of these policies reflect minor reference changes to correct an error that arose as a result of the 2019 late Spring update.

Noninstructional Operations

8170P District-Owned Vehicles: These are minor updates that provide clarification related to district-owned vehicles. **This is an optional policy.**

ISBA Policy Update Tracker – Summer 2019

Policy #	Notes	Optional, Recommended, or Required?	Board Review Dates	Complete Adoption Date
<i>EXAMPLE: 1000</i>	Legal Status of the Board	Optional	5-31-19, 6-15-19 6-30-19	6-30-19
1260	Authorization of Signatures	Optional		
1500	Board Meetings	Highly Recommended		
1610	Trustee Conflict of Interest	Recommended		
2335	Digital Citizenship & Safety Education	Required		
2435, 2435F	Advanced Opportunities	Recommended		
2700P	High School Graduation Requirements	Recommended		
3285	Relationship Abuse & Sexual Assault Prevention and Response	Required		
3290	Sexual Harassment/ Intimidation of Students	Recommended		
3296	Bullying Awareness Week	Optional		
3450F	Student Vehicle Parking	Recommended		
4120	Uniform Grievance Procedure	Required		
4150	Accommodating Individuals with Disabilities	Required		
4530F	Crowdfunding Request Form	Optional		
5250	Certificated Staff Grievances	Highly Recommended		

5275	Adult Sexual Misconduct	Recommended		
5395	Whistleblowing	Recommended		
5750	Employing Retired Teachers and Administrators	Highly Recommended		
7400	Miscellaneous Procurement Standards (reference update from Spring 2019)	Required		
7408	Entering Professional Service Contracts (reference update from Spring 2019)	Required		
7409	Acquisition of Real and Personal Property (reference update from Spring 2019)	Required		
8170P	District-Owned Vehicles	Optional		

Previous Update: Has your Board addressed the following items from the Spring 2019 Update?

- | | | | |
|-------------------------------|--------------------------------------|---------------------------------|---------------------------------|
| <input type="checkbox"/> 1100 | <input type="checkbox"/> 5100, 5100P | <input type="checkbox"/> 7400P4 | <input type="checkbox"/> 7450P2 |
| <input type="checkbox"/> 2160 | <input type="checkbox"/> 5105 | <input type="checkbox"/> 8230 | <input type="checkbox"/> 9100 |
| <input type="checkbox"/> 3563 | <input type="checkbox"/> 5220 | <input type="checkbox"/> 7400P3 | |
| <input type="checkbox"/> 4530 | <input type="checkbox"/> 5390 | <input type="checkbox"/> 7450 | |

Please contact Quinn Perry or April Hoy to receive a copy of the Spring 2019 Update.