



DATE: November 15, 2023

TO: Board of Education

FROM: Mrs. Kerstin Kramer, Superintendent Chief Learning Officer

SUBJECT: Approve Proposed Revisions to Board Policy 4112.9-E/4212.9-E/4312.9-E Employee Notifications

PRESENTED BY: Michael Shepherd, Executive Director of Human Resources

ACTION REQUESTED

Approve Proposed Revisions to Board Policy 4112.9-E/4212.9-E/4312.9-E Employee Notifications

BACKGROUND INFORMATION

Exhibit(1) 4112.9/4212.9/4312.9 - Employee Notifications Exhibit updated to add employee notifications related to (1) homeless liaison services and training, (2) transfer of coursework and credits for highly mobile students, (3) training of volunteers in regard to the administration of emergency anti-seizure medication, and (4) nondiscrimination in the offering of career and technical education courses. Exhibit also updated to clarify that the notice regarding (1) potential exposure to COVID-19 remain posted for not less than 15 calendar days, (2) disability insurance rights and benefits be given upon employment and when the employee goes on leave for pregnancy or non-occupational sickness or injury, and (3) employees assigned to a work area in a laboratory setting be given, within 15 days after receiving a monitoring result related to an employee exposure determination, specified notices. Exhibit additionally updated for conforming changes.

RESOURCES REQUIRED:

NA

PREPARED BY: Cindi Friedli, Confidential Administrative Assistant for Mike Shepherd, Executive Director of Human Resources

Attachment: Exhibits