



POLICY REVIEW COMMITTEE

Mike McDonough, Deputy Superintendent
Tuesday, April 21, 2026, 3:00 PM Central Office

Hilliard City School District
Operations Department

Committee Members

Brian Perry, Board of Education
Kelley Arnold, Board of Education
Melissa Swearingen, Treasurer/CFO
Mike McDonough, Deputy Superintendent
William Warfield, Assistant Superintendent
Stacie Raterman, Communications Director
Jacob Grantier, Director of Measurement, Intervention
& Enrichment

Herb Higginbotham, Director of Elementary Education
Jamie Lennox, Special Education Director
Matt Middleton, Principal Hilliard Darby HS
Katherine Hueter, Principal Hilliard Weaver MS
Matt Trombitas, Principal Hilliard Station Sixth Grade
Kevin Landon, Principal Avery Elementary
Monica Woodson, Principal Washington Elementary
Angie Rader, HEA Representative

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 summary of the issues and policies discussed at the meeting on April 21, 2026.

Public Participation

None

Review of Policies for Annual Review

IGBJ – Title I Programs

IGBL – Parent and Family Involvement in Education

Mike McDonough said these two policies are on the agenda for required annual review and no changes are necessary.

Review of Policies/Regulations/Exhibits – OSBA MARCH 2026 PDQ

CHANGE TO KINDERGARTEN ENTRANCE DATE

JEB/JEBA – Entrance Age (Mandatory Kindergarten) Early Entrance to Kindergarten

Mike McDonough said at our last policy meeting, we updated policy JEC to reflect the recent change in Ohio law stating that school districts must now use a uniform age-eligibility cutoff for kindergarten enrollment. Policy

POLICY REVIEW COMMITTEE - SUMMARY

Tuesday, April 21, 2026

JEB/JEBA needs to be updated with this information as well. We are also updating the first sentence in the third paragraph “Referrals for students to be evaluated and assessed should be made to the Welcome Center” instead of the building principal to align with our current practice.

ODEW RELEASES AI MODEL POLICY

EDEC – Artificial Intelligence (new policy)

Mike McDonough said he is not sure he will be able to do this justice, to discuss all the work that went into this policy. He explained that the district created an AI Task Force that consisted of several subgroups with one of the subgroups being around policy. Jake Grantier led this subgroup. This subgroup used the model policy from ODEW and cross referenced it with the OSBA sample policy then added in our own elements we have done thus far to develop an AI policy for the district.

Jake Grantier explained that the two policies that were provided, one from ODEW and one from OSBA, the OSBA policy was overly vague and the ODEW policy was a little too prescriptive so they tried to find a happy medium between the two and merge it with the existing language we already use in our policies so it would somewhat match the rest of the manual.

After some discussion around the development of the policy, Ms. Arnold said she is okay with the language as it stands now and said that she would like to take a look at the guidelines.

Mike McDonough said we could add a cross-reference to the guidelines once they are on the website.

Mr. Perry requested that we change “should” to “will” and add “by the Superintendent/designee” in the first sentence of the second paragraph under Procurement and Evaluation of AI-Embedded Tools.

Mr. Perry also requested that we add an additional heading, Reporting AI Concerns and Misuse, above the last paragraph in the Acceptable Use section.

HOUSE BILL 10 IMPACTS MISBRANDED FOOD PRODUCTS

EFD – Misbranded Foods and Cultivated-Protein Food Products (new policy)

Mike McDonough said this is a new required policy per House Bill 10.

Mr. Perry requested that we add “knowingly purchasing” after the Board prohibits, in the first sentence

ODEW RELEASES OVERDOSE REVERSAL DRUG MODEL

EBDE – Procurement and Administration of Overdose Reversal Drugs

Mike McDonough said we reviewed and customized this policy at our last meeting. OSBA is now recommending adding some additional training steps to number 4. This is all captured in the work we do through PublicSchoolWorks, so we are already in compliance with this and adding it is not a bad idea.

****Note – Policy DID – Capital Assets**

This policy was not on this PRC agenda, but we realized the sentence that reads “Control assets are those items with a value less than \$5,000...should be updated to \$10,000 to align with the update to the capital assets threshold that was increased and adopted on June 9, 2025.