

**EAST STROUDSBURG AREA SCHOOL DISTRICT
BOARD OF EDUCATION
POLICY REVIEW COMMITTEE MEETING
NOVEMBER 16, 2015
Carl T. Secor Administration Building
5:00 P.M.**

MINUTES

- I. Meeting was called to order at 5:00 p.m.
 - II. **Board Committee Members Present were:** Marjorie James, Robert Huffman, and William Searfoss
 - III. **School Personnel Present were:** Sharon Laverdure, Ryan Moran, and Debra Wisotsky
- Members of the Public:** None

IV. **APPROVAL OF MINUTES**

ACTION BY THE COMMITTEE: Motion was made by Robert Huffman to approve the minutes for October 19, 2015 (pages 1-2). Motion was seconded by Marjorie James and carried unanimously, 3-0.

V. **APPROVAL OF AGENDA**

ACTION BY THE COMMITTEE: Motion was made by Robert Huffman to approve this agenda for November 16, 2015 (page 1), with members of the Committee reserving the right to add to the agenda and take further action as the Committee deems appropriate. Motion was seconded by Marjorie James and carried unanimously, 3-0.

VI. **POLICIES FOR DISCUSSION:**

100-Programs

- a. Policy # 105.2 Exemption from Instruction
- b. Policy #108 Adoption of Textbooks
- c. Policy #110 Instructional Supplies
- d. Policy #111 Lesson Plans
- e. Policy # 112 Guidance Program
- f. Policy #118 Independent Study
- g. Policy #119 Current Events
- h. Policy #120 Human Development Program
- i. Policy #125 Adult Education
- j. Policy #126 Class Size
- k. Policy #130 Homework
- l. Policy #146 Student Services

200-Students

- a. Policy #204.2 & Attachment Non-School District Educational Trip or Tour

Policy #'s 105.2, 110, 112, 119, 125, 126, and 130, 204.2 have been revised to align with current PA School Code and include minor changes in language and/or movement of items to mirror PSBA recommendations.

Policy #111 Lesson Plans is updated to include that teachers shall prepare lesson plans in either written form or electronically and lists audiovisual resources rather than listing items separately that change with time and advances

in technology. Discussion included the number of days lesson plans must be prepared in advance. Mrs. Laverdure suggested that three (3) days in advance is reasonable and aligns with the district's requirement for a doctor's note for all absences in excess of three days for staff. The committee members agreed. The draft policy will be updated to reflect this change.

Policy #118 Independent Study is updated to include language that the Building Principal must approve each student's request for a course of independent study and that independent study shall be limited to credit classes needed for graduation.

Policy #120 Human Development Program is proposed for REPEAL as it is embedded within Curriculum Development which requires Board approval and, therefore, is redundant.

Policy #146 Student Services is revised as a result of a recent mandate that districts must provide a Student Assistant Program in all district buildings.

Public Participation:

None

VII. ADVISORY RECOMMENDATIONS FOR ACTION

ACTION BY THE COMMITTEE: Motion was made by Robert Huffman to authorize and direct the administration to post the following item(s) for PUBLIC REVIEW during the month of November and subsequent Board action in December: Policy #'s 105.2, 108, 110, 111, 112, 118, 119, 125, 126, 130, 146, 204.2 and the REPEAL of Policy #120. Motion was seconded by Marjorie James and carried unanimously 3-0.

ACTION BY THE COMMITTEE: Motion was made by Marjorie James to authorize and direct the administration to take action on the following item(s) at the November 16, 2015 Board Meeting: Policy #'s 000, 001, 002, 003, 004, 004.1, 005, 006, 007, 008, 011 and the REPEAL of Policy #'s 009, 010, 204.3. Motion was seconded by Robert Huffman and carried unanimously 3-0.

VIII. NEXT MEETING: TBD

IX. ADJOURNMENT: 5:30 p.m.

Respectively submitted,

Debra Wisotsky