

**EAST STROUDSBURG AREA SCHOOL DISTRICT
BOARD OF EDUCATION
POLICY REVIEW COMMITTEE MEETING
August 15, 2016
Carl T. Secor Administration Building
5:00 P.M.**

MINUTES

- I. Meeting was called to order at 5:00 p.m.
- II. **Policy Committee Members Present were:** Robert Huffman, Wayne Rohner, and Judy Summers. Robert Cooke was absent.
- III. **School Personnel Present were:** Jeffrey Bader, Eric Forsyth, Frederick Mill, Ryan Moran, Thomas Lesniewski, Debra Wisotsky, and Dr. William Riker. Chris Brown, Solicitor.
- IV. **APPROVAL OF MINUTES**

ACTION BY THE COMMITTEE: Motion was made by Robert Huffman to approve the minutes for July 18, 2016 (pages 1-3). Motion was seconded by Wayne Rohner and carried unanimously, 3-0.

- V. **APPROVAL OF AGENDA**

ACTION BY THE COMMITTEE: Motion was made by Robert Huffman to approve this agenda for August 15, 2016 (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 Wayne Rohner and carried unanimously, 3-0.

- VI. **POLICIES FOR DISCUSSION:**
 - a. Policy #123 Interscholastic Athletics—Administration informed the committee that additional revisions were added to the policy based on updated PIAA regulations that occurred since after the July meeting. Administration will repost this policy for the month of August.
 - b. Policy #103 Non-Discrimination in School and Classroom Practices—The policy has been updated to list the Compliance Officer from Assistant Superintendent to Assistant Superintendents for Curriculum & Instruction.
 - c. Policy #103.1 Non-Discrimination Qualified Students with Disabilities—The title of 504 Coordinator has been updated to list the proper title from Directors of Special Education to Directors of Pupil Services and further designates the Compliance Officer as the Director of Administrative Services.
 - d. Policy #104 Non-Discrimination in Employment/Contract Practices—Revisions designate the Compliance Officer as the Director of Administrative Services.
 - e. Policy #248, 348, 448, 548 Unlawful Harassment—Revisions designate the Compliance Officer as the Director of Administrative Services.

Mr. Forsyth stated that Policies 103, 103.1, 104, 248, 348, 448, 548 will direct individuals wishing to obtain information on special accommodations and/or grievances to the Administration Building where the district, following OCR's recent Dear Colleague Letter, can assign an independent Compliance Officer based on the nature of the complaint.

- f. Policy #247 Hazing-- Revisions reflect updates in state mandates and PSBA sample policy.
- g. Policy #206 Assignment within District—Mr. Forsyth informed the committee that there are some areas within the policy that need fine tuning when it comes to assignment within District and exceptions. The policy currently refers to AYP as a reason for choosing a school other than the school that serves their area of legal residence or “zoned” school. Changes due to AYP are no longer mandated by PDE; therefore, this language should be removed from the policy. The policy also states that the present school assignment creates “undue hardship to the parent and/or their child” which can be difficult to discern; therefore, language should be changed specifically to “location of daycare facility and/or daycare provider” at the elementary level. Administration informed the committee that they are considering these and possibly other changes to this policy and asked for additional time to draft revised language for review at a future meeting.
- h. Policy #810 Transportation—Mr. Forsyth informed the committee that administration will be taking a look at this policy in addition to the policies on Career and Technical Education as well as ESASD Cyber Academy to find alternatives to the current transportation routes to better accommodate district students as well as be fiscally responsible to the district.
- i. Policy #707 Use of Facilities—Mr. Bader shared an updated proposal for the committee to review with revised classifications for the various groups that use our facilities as well as a schedule of fees. The committee discussed:
 - Fee schedule encompasses facility and labor costs
 - Kitchen & Concession Stands will require district staff for proper handling of food items
 - Surcharge if facility is not returned in proper condition
 - Outside groups raising funds for the district vs. fundraising for their organization
 - Seasonal rate vs. per event rate
 - Developing reciprocal agreement between ESASD and ESU for fee waivers for facility use
 - Board annually approving list of organizations assigned within each classification
 - Board not granting any waivers once fee schedule is approved
 - Use of facilities will no longer appear on agenda for Board approval; administration will implement guidelines established in the finalized policy

Administration will draft language that incorporates these items into the current policy for review at a future meeting.

VIII. POLICIES ON THE TABLE FOR FUTURE DISCUSSION

- a. Policy #113.2 Behavior Support
- b. Policy #103.2 Transgender and Gender Nonconforming Student
- c. Policies #626 Federal Fiscal Compliance

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 August and subsequent Board action in September: Policy #'s 123 Interscholastic Athletics (re-post), 103 Non-Discrimination in School and Classroom Practices, 103.1 Non-Discrimination Qualified Students with Disabilities, 104 Non-Discrimination in Employment/Contract Practices, 206 Assignment in District, 247 Hazing, and 248, 348, 448, 548 Unlawful Harassment. Motion was seconded by Wayne Rohner and carried unanimously 3-0.

VIII. ADVISORY RECOMMENDATIONS FOR ACTION

ACTION BY THE COMMITTEE: Motion was made by Robert Huffman that in accordance with the recommendation of the Policy Review Committee the Board take action on the following policies at the August 15, 2016 Board Meeting: Policy #'s 349, 449, 549 Health Insurance Benefits for Retirees and 806 Child Abuse. Motion was seconded by Wayne Rohner and carried unanimously 3-0.

IX. NEXT MEETING: September 19, 2016 at 5:00 p.m.

X. ADJOURNMENT: 6:04 p.m.

ACTION BY THE COMMITTEE: Motion to adjourn was made by Robert Huffman. Motion was seconded by Wayne Rohner and carried unanimously, 3-0.

Respectively submitted by,
Debra Wisotsky.