

**EAST STROUDSBURG AREA SCHOOL DISTRICT
BOARD OF EDUCATION
POLICY REVIEW COMMITTEE MEETING
September 19, 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 Cooke, Robert Huffman, Wayne Rohner, and Judy Summers.
- III. **School Personnel Present were:** Jeffrey Bader, Eric Forsyth, Frederick Mill, Ryan Moran, Debra Wisotsky, and Dr. William Riker.
- IV. **APPROVAL OF MINUTES**

ACTION BY THE COMMITTEE: Motion was made by Robert Huffman to approve the minutes for August 15, 2016 (pages 1-3). Motion was seconded by Wayne Rohner and carried unanimously, 3-0-1 Absention. Robert Cooke abstained as he was not present at the August meeting.

- V. **APPROVAL OF AGENDA**

ACTION BY THE COMMITTEE: Motion was made by Robert Cooke to approve this agenda for September 19, 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 Robert Huffman and carried unanimously, 4-0.

- VI. **POLICIES FOR DISCUSSION:**
 - a. Policy #115 Career & Technical Education—Mr. Forsyth informed the committee that in order to promote students attending MCTI, especially the full-day 9th grade exploratory students, the policy has now been amended to state “All career and technical students are expected to ride the school buses between the schools of the school district OR HOME and the Monroe Career & Technical Institute unless a driving permit is issued by the MCTI and/or school district.” Currently, students ride from home, to the school, and then board buses to MCTI and the exact opposite on the way home. Allowing buses to pick up students from their home directly to MCTI and from MCTI directly home, will facilitate the attendance of Cyber Academy students at MCTI. Operating in this manner is not anticipated to incur any additional costs to the district. Policy 115 will be posted for public review during the month of September with subsequent approval at the October 17 Board meeting.
 - b. Policy #118.1 Online Courses-The East Stroudsburg Area Cyber Academy—Mr. Forsyth also informed the committee that in order to facilitate attendance of East Stroudsburg Area Cyber Academy students at MCTI, changing the language stated above in Policy 115 will also carry over into Policy 118.1, in that East Stroudsburg Area Cyber Academy students “shall be provided transportation for extracurricular activities, interscholastic athletics and vocation-technical education to and from the same locations established for students attending the traditional high school.”

- c. Policy #216 Student Records—Mr. Forsyth explained that language has been added to the policy to align with FERPA definitions of “legitimate educational interest” and “school officials”. The district’s current policy was more restrictive, limiting access to only those individuals/positions named therein. The new student information system will allow others with “legitimate educational interest” the ability to access student records as required in order to discharge their assigned responsibilities. This update will make such access possible.
- d. Policy #810 Transportation—Policy 810 was reviewed to be sure that it was not affected by revisions made to 115 and 118.1 above. Policy 810 will remain unchanged.
- e. Policy #707 Use of Facilities—The committee discussed revisions to the policy, which the committee agreed was more streamlined and easier to understand and assess what actual costs would be compared to the current policy. The committee appreciated the updated classifications for use. Mr. Bader explained that use for permanent or ongoing events would no longer be permitted. Applications will only be accepted for seasonal use (three months), so that any one group could not monopolize or block others from using the district facilities. Also, no group could apply for the next season until one month in advance of the upcoming season. Organizations that have already been Board approved for use will be grandfathered in under the old policy for the duration of the approved application. All new applicants will be subject to the updated policy’s effective date. Administration will review the current application form to see that it reflects the language in the updated policy. The School Dude module may also be able to be utilized for the input of use of facility applications/approvals and has a side-invoicing module that will assist the Business Office in billing organizations. The district solicitor will also be reviewing the language in this drafted policy. Policies 707 will be posted for public review during the month of September with subsequent approval at the October 17 Board meeting.

VIII. POLICIES ON THE TABLE FOR FUTURE DISCUSSION

- a. Policy #113.2 Behavior Support—Mr. Forsyth shared that there was some concern with where this policy was located and whether it should be recategorized in the 800 Operations section of the policy manual to be more visible to staff. Administration will review this policy and share at a future meeting, if necessary.
- b. Policy #103.2 Transgender and Gender Nonconforming Student—The district has this policy on hold waiting for further case law to emerge. Dr. Riker shared that one student had requested permission to self-identify and use the restroom/locker room of their choice. Such requests are not granted at this time until we have further guidance from the court. The student will, however, be permitted to use the nurse’s office restroom. This information was shared with the individual student. Policy 103.2 will be taken off the agenda until further notice.
- c. Policy #206 Assignment within District—Progress has been made by administration to revise this policy and in order to reduce the amount of unnecessary intradistrict student moves. It will be shared with the Policy Review Committee at a future meeting.
- d. Policies #626 Federal Fiscal Compliance—Mr. Bader will be reviewing the OMB circular and the new grant guidance to see if it concurs with our current policy.

Public Participation: None

VII. ADVISORY RECOMMENDATIONS FOR ACTION

ACTION BY THE COMMITTEE: Motion was made by Robert Cooke to authorize and direct the administration to post the following item(s) for PUBLIC REVIEW during the month of September and subsequent Board action in October: Policy #'s 115 Career & Technical Education, 216 Student Records, and 707 Use of Facilities. Motion was seconded by Robert Huffman and carried unanimously 4-0.

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 September 19, 2016 Board Meeting: Policy #'s 103 Non-Discrimination in School and Classroom Practices, 103.1 Non-Discrimination Qualified Students with Disabilities, 104 Non-Discrimination in Employment/Contract Practices, 123 Interscholastic Athletics, 206 Assignment in District, 247 Hazing, and 248, 348, 448, 548 Unlawful Harassment. Motion was seconded by Robert Cooke and carried unanimously 4-0.

IX. NEXT MEETING: October 17, 2016 at 5:00 p.m.

X. ADJOURNMENT: 5:40 p.m.

ACTION BY THE COMMITTEE: Motion to adjourn was made by Robert Huffman. Motion was seconded by Robert Cooke and carried unanimously, 4-0.

Respectively submitted by,
Debra Wisotsky.