

**EAST STROUDSBURG AREA SCHOOL DISTRICT  
BOARD OF EDUCATION  
POLICY REVIEW COMMITTEE MEETING  
October 17, 2016  
Carl T. Secor Administration Building  
5:00 P.M.**

**MINUTES**

- I. Meeting was called to order at 5:01 p.m.
- II. **Policy Committee Members Present were:** Robert Cooke, Wayne Rohner, and Judy Summers. Robert Huffman was absent
- III. **School Personnel Present were:** Jeffrey Bader, Eric Forsyth, Frederick Mill, Ryan Moran, Debra Wisotsky, and Dr. William Riker.
- IV. **Community Members Present were:** Mike Wolbert & Natasha Moore of Pocono YMCA.
- V. **APPROVAL OF MINUTES**

**ACTION BY THE COMMITTEE:** Motion was made by Robert Cooke to approve the minutes for September 19, 2016 (pages 1-3). Motion was seconded by Wayne Rohner and carried unanimously, 3-0.

VI. **APPROVAL OF AGENDA**

**ACTION BY THE COMMITTEE:** Motion was made by Robert Cooke to approve this agenda for October 17, 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.

VII. **POLICIES FOR DISCUSSION:**

- a. Policy #216 Student Records—Policy 216 was pulled from the Board agenda for final approval due to additional revisions requested by our solicitor. These revisions include modifications to the definition for “Legitimate Education Interest” and “School Official” aligning Policy 216 with Policy 233 Suspension & Expulsion by allowing School Board members to review Student Records as part of the suspension/expulsion hearing process. Policy 216 will be reposted during the month of October and be presented for final Board approval at the November 21, 2016 Board meeting.
- b. Policy #707 & 707 Attachment Use of Facilities—Mrs. Summers inquired about the statement, “The Board will not consider waivers of any of the requirements set forth in this policy”. She asked how that will work and why? Mr. Bader stated that groups constantly submit requests for waivers; however, it is the intent that once this policy is approved, it will govern all decisions. Either you fit into one category or another; otherwise, you start to muddy the waters and open up the district to litigation as to why one group was granted a waiver and the other was not. This policy will provide consistency. Mr. Forsyth stated that Policy 707 was pulled from Board agenda for final approval this evening to simplify the classifications by further defining the actual usage or event rather than the type of organization using the facility. Policy 707 will be reposted during the month of October and be presented for final Board approval at the November 21, 2016 Board meeting.

- c. Policy #826 Video/Audio Recording—Revisions reflect a recent PNN Newsletter advising that written notification of this policy is no longer required to be sent home by mail to families. Notice of this policy shall be included annually in the Code of Student Conduct and on the district’s website.
- d. Advertising & Sponsorships—Administration is inquiring as to where the committee stands on the possibility of opening up another source of income for the district by allowing advertising and sponsorships. Current policy does not include provisions for such. Mr. Cooke expressed concern with regard to reimbursements. Who would administer this and what guidelines would be put in place to be sure of the appropriateness of advertisers? Is it really worth the time and effort? Mr. Cooke also noted that the naming of buildings could become an issue and do we change a building name if that person gets in some sort of trouble. Mr. Rohner stated that he has been to other districts’ where the football field fencing displays advertisements/sponsorships and didn’t feel that participation would be such a hassle. Mr. Rohner also mentioned that we do need to be careful when the district enters into any exclusive agreements, such as with Pepsi, that we do not violate that agreement by allowing competitors’ advertisements. Mrs. Summers directed Administration to find out what type of income advertising/sponsorships bring in for other districts and how the financial end/guidelines are handled in those districts. Administration will present those findings in the near future.
- e. Booster Clubs—Mr. Forsyth stated that Booster Club/School Affiliated Organizations (SAO) also ties back to Policy 707 and the use of facilities for events on school property. We need to define and identify those groups that are officially recognized as SAOs. Mr. Rohner expressed concern with booster clubs working in isolation and not together with the coaches and administration. He also stated that booster clubs should not influence how a team functions, asked whether they are/should be required to register as a 501c3, and whether they should be required to submit annual financials to the district for review. Mr. Bader stated that groups are supposed to submit their financials by June 30; however, do we always get them or in a good format, the answer is no. We need to decide if we want to be hands off; otherwise, we will need to develop a booster club policy that will have specific guidelines for operation. The district is responsible to be sure that we are following Title IX gender equity legislation and answer questions with regard to fiduciary expenditures, so we get sucked in anyway. There is a lot of turnover each year with these groups so the policy committee may want to have greater oversight and control over how these groups operate when soliciting funds in the name of the district. Mr. Rohner stated that the North football booster club recently disbanded, there is sometimes a lot of backdoor shenanigans, current booster members push people away previous and/or burn out their volunteers. It saddens him that other districts have booster volunteers for decades who have a desire and love for the community, such as Stroudsburg and Pocono Mountain and he would like to see that happen here in East Stroudsburg too. Administration shared a copy of Pleasant Valley’s Booster/SAO Policy for review. Administration will begin to draft a policy and discussion will continue on this topic.

## VIII. POLICIES ON THE TABLE FOR FUTURE DISCUSSION

- a. Policy #113.2 Behavior Support—Administration is currently reviewing this policy for any updates.
- b. Policy #206 Assignment within District—Administration is currently reviewing and drafting new language for review.
- c. Policies #626 Federal Fiscal Compliance—Mr. Bader has reviewed this policy and related AR’s and will present revisions at the November Policy Review meeting.

**Public Participation:**

Mike Wolbert of the Pocono YMCA spoke with regard to the YMCA Swim meets/lessons in our district. Mr. Wolbert expressed concern with the updated classifications. Mr. Wolbert has in the past used ESASD pools for his swim practice and swim meets and formerly fell under Class 1 groups as they are a feeder program for the district. As a Class 1, facility fees were waived; however, the YMCA was responsible for custodial/security fees for their weekend swim meets. Under the new classification system, YMCA would be charged a seasonal fee of \$3,000 for a three-month period/\$12,000 for the year, which clearly exceeds what the program can afford to pay for such use. Mr. Wolbert cited the great track record he has with the district's feeder program and that the "Y" has donated items such as a scoreboard to Lehman Intermediate, and partnered with the district on intramural health programs in the past. He asked that the committee please consider allowing his group to bump up from a Class IV to a Class III, as the "Y" operates in direct support of district students. The "Y" currently has about 40 swimmers who are district residents and awards 10 scholarships to students to their swim program. While the program is not exclusive to East Stroudsburg, he mentioned that our students are also using other districts' pools free of charge while participating in their program. Mr. Cooke informed Mr. Wolbert that the committee would not have a definitive answer to his request this evening, but he thanked him for coming and informing the committee of his concerns.

Natasha Moore of the Pocono YMCA Latchkey Program came to the meeting to be assured that the latchkey program would be designated as a Class III group as the program operates exclusively for students of the district and has locations housed in two of our district schools. Mr. Forsyth assured Ms. Moore that the latchkey program would indeed fall into the Class III category and would not incur facility nor personnel fees for such use.

**VIII. ADVISORY RECOMMENDATIONS**

**ACTION BY THE COMMITTEE:** Motion was made by Wayne Rohner to authorize and direct the administration to post the following item(s) for PUBLIC REVIEW during the month of October and subsequent Board action in November: Policy #'s 216 Student Records, 707 & 707 Attachment Use of Facilities, and 826 Video/Audio Recording. Motion was seconded by Robert Cooke and carried unanimously 3-0.

**IX. ADVISORY RECOMMENDATIONS FOR ACTION**

**ACTION BY THE COMMITTEE:** Motion was made by Wayne Rohner that in accordance with the recommendation of the Policy Review Committee the Board take action on the following policies at the October 17, 2016 Board Meeting: Policy #'s 115 Career & Technical Education. Motion was seconded by Robert Cooke and carried unanimously 3-0.

X. **NEXT MEETING:** November 21, 2016 at 5:00 p.m.

XI. **ADJOURNMENT:** 5:57 p.m.

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

Respectively submitted by,  
Debra Wisotsky