

**EAST STROUDSBURG AREA SCHOOL DISTRICT
BOARD OF EDUCATION
POLICY REVIEW COMMITTEE MEETING
June 26, 2017
Carl T. Secor Administration Building
5:00 P.M.**

MINUTES

- I. Meeting was called to order at 5:00 p.m. by Mrs. Summers.
- II. **Policy Committee Members Present were:** Robert Huffman, Wayne Rohner, and Judy Summers. Robert Cooke arrived at 5:30pm.)
- III. **School Personnel Present were:** Jeffrey Bader, Eric Forsyth, Ryan Moran, Dr. William Riker, and Debra Wisotsky.
- IV. **Members of the Public Present were:** Danielle Cloward
- V. **APPROVAL OF MINUTES**

ACTION BY THE COMMITTEE: Motion was made by Robert Huffman to approve the minutes for May 15, 2017 (pages 1-3). Motion was seconded by Wayne Rohner and carried unanimously, 3-0. Robert Cooke was not present.

VI. **APPROVAL OF AGENDA**

ACTION BY THE COMMITTEE: Motion was made by Robert Huffman to approve this agenda for June 26, 2017 (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. Robert Cooke was not present

VII. **POLICIES FOR DISCUSSION:**

- a. Policy 121 Field Trips—The committee discussed adding language with regard to field trips not being scheduled during the first and last 15 days of the school year, during the administration of achievement tests or statewide assessment tests, and during the secondary school examination periods at the end of the first and second semesters. Mr. Forsyth also suggested adding Policy 204.2—Non-School District Educational Trip or Tour to next month's agenda to align when these types of trips shall be permitted. He added that while he agreed with the 15 days during the beginning of school and/or the semester for Policy 204.2, he felt relaxing the 15 days at the end of the school year might be an option as long as the trip did not conflict with achievement/statewide testing. He stated parents sometimes schedule trips toward the end of the school year that may be impacted by added snow days. Parents are going to take the trip anyway, so why risk adding unlawful absence to the end of the school year if no testing is impacted? Discussion will continue on 204.2; however, the committee will move forward Policy 121 on for public review in June and subsequent Board action in July.
- b. Policy 123 Interscholastic Athletics—Mr. Forsyth shared that revisions included language that the Board shall adopt an Athletic Handbook which shall determine the ESASD standards of eligibility to be met by all students participating in an interscholastic program and that the Board further adopts those eligibility standards set by the Constitution of the PIAA. This policy was updated in conjunction with the 2017-2018 Athletic Handbook developed by both Administration and the

Director of Athletics and Activities. Policy 123 will be posted for public review in June and subsequent Board action in July

- c. Policy 204 Attendance—Based on legal changes in School Code and regulations for compulsory attendance for the 2017-2018 school year. Definitions have been clarified as to truant and habitually truant. Administration is also in the process of updating the AR that goes along with the policy to meet the new timeline changes to meet the new law. Policy 204 will be posted for public review in June subsequent Board action in July.
- d. Policy 221 Dress & Grooming—Based on feedback from both administrators, teachers, parents and students, Administration has drafted language for a more standardized dress and grooming policy, similar to Stroudsburg, Pocono Mountain and Pleasant Valley. Mr. Forsyth asked the committee for their thoughts on the best time to implement this policy. Mrs. Summers expressed concern with implementing for the start of the 2017-2018 school year as some families may have already started shopping for school clothing. She felt that by the time the policy was Board approved, it would not happen until, at the earliest, July or August and that would be too late. Dr. Riker stated that some principals/staff may not be pleased about waiting another year; however, we don't want to receive undue pushback from the community if we don't give them ample notice. Mrs. Summers suggested posting for public review in July with an implementation date of 7/1/18. That way, by the time we get Board approval, we can get notice out to families before the winter break, so parents can start purchasing items earlier, knowing that the policy will become effective for the 2018-2019 school year. Policy 221 will be posted for public review.
- e. Policy 929 Fundraising—Mr. Forsyth shared that the scope of this policy clearly defines guidelines for all citizens, community, parents, and any groups that conduct fundraising activities in support of the school district, including school programs, classes, activities, or other school groups. It prohibits the collection of money for personal or private benefit in school buildings, on school property or at any school-sponsored activity. Financial records must also be submitted for groups fundraising in support of the school district. Policy 929 will be posted for public review in June and subsequent Board action in August.

Dr. Riker shared with the committee that he would like to receive some direction in the future as to what activities the Board wants to fund and what they want the activity/club to fund. Athletics are covered by the district; however, when a club, such as DECA makes it into state, regional or national competitions, how does the Board want to handle? Dr. Riker stated he'd be happy to supply a list of the various groups in question for the Board to annually decide perhaps what percentage they would like to fund and how much the activity/club is responsible to fundraise for. This will help the Schedule B Advisor in determining their annual budget and what they will need to fundraise for. It can also be determined how much will be spent on classroom field trips, so the teacher can budget accordingly and know that if they want to take any trips over and above that budget, they will need to either fundraise or pass that expense on to the families. Mr. Cooke expressed concern with door-to-door fundraising and setting age limits in an unsafe world. He also mentioned students do not always have the same opportunity to fundraise when living downtown as opposed to more rural areas where those kids may feel defeated. Mrs. Summers stated perhaps to reserve for intermediate/high school fundraising only. Mr. Forsyth stated that parents are required to sign permission forms for any type of fundraising by students. Mr. Bader also requested that language be included with regard to PTOs and booster clubs obtaining permissions from the Superintendent as well as submission of proof of small games of chance license when conducting raffles, bingo and/or tricky trays. Mr. Forsyth stated that this topic is better suited for Policy 229 Student Fundraising, which can be added to the agenda for further discussion at the next committee meeting. Mr. Rohner stated that a policy for booster clubs has been on the table for future discussion for quite some time and will also tie in with fundraising discussion.

Dr. Riker shared that even though Policy 707-Use of Facilities was not on the agenda, he felt the need to share some concerns he had received with regard to updated Policy 707/schedule of fees. He stated that three groups have applied under the new policy for summer use. Even though they may be local non-profits, because of the definition “normal facility operating hours”, these groups go from being a Class II to Class III and possibly Class IV status. He asked for direction from the Board if this in sync with their intention. Dr. Riker also wanted to make them aware that these groups may show up to the regular Board Meeting to express their concern that facility fees are now being charged over the summer months because they are considered OUTSIDE of “normal facility operating hours”. He stated that these groups mostly likely will not be following through with their application due to anticipated facility fees. Mr. Forsyth inquired whether the Board would want to consider updating the definition to state, Monday-Friday through summer recess with the exception of July 4th, during specific hours when custodial staff are on duty? He also suggested that the Board may want to take another look at the schedule of fees for the cost difference between a Class III and Class IV use.

Dr. Riker stated that until there is further direction from the committee, he will be following the policy as currently written and continue to bring issues/concerns to their attention as they arise.

VIII. POLICIES ON THE TABLE FOR FUTURE DISCUSSION

- a. Policy 113.2 Behavior Support
- b. Policy 204.2 Non-School District Sponsored Educational Trip or Tour
- c. Policy 702.1 Donations Containing Advertisement – New Policy
- d. Policy 918 Title I Parental Involvement
- e. Booster Clubs

Public Participation: None

VIII. ADVISORY RECOMMENDATIONS

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 June and subsequent Board action in July: Policy 121 Field Trips, Policy 123 Interscholastic Athletics, Policy 204 Attendance, Policy 221 Dress & Grooming (implementation date of 7/1/18), Policy 929 Fundraising. Motion was seconded by Wayne Rohner and carried unanimously 4-0.

IX. **ADJOURNMENT:** 6:05 p.m.

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

Next Meeting: July 17, 2017 at 5:00 p.m.

Respectively submitted by,
Debra Wisotsky