

**EAST STROUDSBURG AREA SCHOOL DISTRICT  
BOARD OF EDUCATION  
POLICY REVIEW COMMITTEE MEETING**

**July 17, 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 5:03pm.)
- III. **School Personnel Present were:** Jeffrey Bader, Eric Forsyth, Frederick Mill, Ryan Moran, Dr. William Riker, and Debra Wisotsky.
- IV. **Members of the Public Present were:** Tara Doyle
- V. **APPROVAL OF MINUTES**

**ACTION BY THE COMMITTEE:** Motion was made by Robert Huffman to approve the minutes for June 26, 2017 (pages 1-3). Motion was seconded by Wayne Rohner and carried unanimously, 4-0.

VI. **APPROVAL OF AGENDA**

**ACTION BY THE COMMITTEE:** Motion was made by Robert Huffman to approve this agenda for July 17, 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, 4-0.

VII. **POLICIES FOR DISCUSSION:**

- a. Policy 006 Meetings—Mr. Forsyth shared that at the direction of Mr. Summers, Board President, the order of business for the Board Agenda is being streamlined and aligned to the numbering of the policy manual. It was Mr. Summers' wish to trim down the number of separate motions which were extremely time consuming. Mr. Rohner inquired whether this new format meets law. Mr. Forsyth stated that both solicitors were involved in developing the new format. Revising 006 would align the new agenda format actual policy to the. Mr. Rohner asked if we have this in writing from our solicitors, as it has been his personal experience that it is better in writing than verbal. This policy will be posted for public review during the month of July and subsequent Board action in August.
- b. Policy 204.2 Non-School District Sponsored Educational Trip or Tour—Mr. Forsyth stated that this policy has been revised to reflect the changes in the district grading system from "satisfactory" to "3 or above" and from "C" to "70 or above". Discussion also included reference to "The student is responsible for returning all textbooks, calculators and/or other school supplies prior to leaving for a trip or tour that is scheduled at the end of the first semester and/or school year. Rather than, "calculators", it was decided that "technology" would provide a broader range of coverage for district-issued supplies. This policy will be posted for public review during the month of July and subsequent Board action in August.

- c. Policy 707 & 707A Use of Facilities/Schedule of Fees—Administration shared a list of groups impacted by the updated Use of Facilities policy during the summer months. Mr. Forsyth inquired whether the committee would be interested in revisiting the definition of normal facility operating hours. He stated that we may have attached the definition to the wrong employee group. His suggestion for change to accommodate local non-profit organizations was to change the definition from “5:30am-10:30pm on teacher work days set by the Board of Education on the School Calendar” to “1<sup>st</sup> or 2<sup>nd</sup> shift custodial working hours set by the Board of Education on the School Calendar”. This would keep local-non-profits from incurring fees when holding events during normal operating hours during the summer months. However, Mr. Forsyth noted the ESYA was asking for Sunday usage of the stadium, which would fall outside the scope of normal hours. Both Mr. Rohner and Mr. Huffman stated that ESYA should be considered a Class I as they are attached to the district as a direct feeder program. Mr. Forsyth noted even so, we do not have custodial staff nor food service handlers on duty on a Sunday. Is it their intention that the district incur that additional cost? Even if we didn’t bring on a custodian and the group agreed to clean up after themselves, the district does require that a certified food service handler be present when the district’s concession stand is in use.

Mr. Forsyth stated that, unfortunately, we must wrap things up due to a special executive session meeting scheduled for 5:30pm. He asked that, in the essence of time, the committee agree to post Policy 707 with the language change for the definition of “normal facility operating hours” and that it be posted during the month of July and subsequent Board action in August. He also stated that discussion will need to continue to address other areas of concern within the policy.

#### VIII. POLICIES ON THE TABLE FOR FUTURE DISCUSSION

- a. Policy 113.2 Behavior Support
- b. Policy 229 Student Fundraising
- c. Policy ?? Booster Clubs
- d. Policy 702.1 Donations Containing Advertisement – New Policy
- e. Policy 918 Title I Parental Involvement

**Public Participation:** Frank Crowley, ESYA Football Coach spoke to the policy as currently written, requiring that ESYA must pay facility fees for their Sunday use of the football stadium as it falls outside the normal facility operating hours. The expense of such use would be extremely costly for a non-profit organization. He stated that in the past, all fees were waived. He asked that the committee consider other options to assist his organization as they are a direct feeder program for our schools. Mr. Crowley also shared that certain volunteer parents are certified food service handler; therefore, would the district allow these volunteers rather than district staff?

#### VIII. ADVISORY RECOMMENDATIONS

**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 July and subsequent Board action in August: Policy Motion was seconded by Judy Summers and carried unanimously 4-0.

#### IX. ADJOURNMENT: 5:37 p.m.

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

Next Meeting: August 21, 2017 at 5:00 p.m.

Respectively submitted by,  
Debra Wisotsky