

**EAST STROUDSBURG AREA SCHOOL DISTRICT
BOARD OF EDUCATION
POLICY REVIEW COMMITTEE MEETING
DECEMBER 18, 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:** George Andrews, Robert Huffman, Wayne Rohner, and Judy Summers.
- III. **School Personnel Present were:** Eric Forsyth, Frederick Mill, Ryan Moran, Dr. William Riker, and Debra Wisotsky.
- IV. **Members of the Public Present were:** Lisa VanWhy
- V. **APPROVAL OF AGENDA**

ACTION BY THE COMMITTEE: Motion was made by Robert Huffman to approve this agenda for December 18, 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.

VI. **APPROVAL OF MINUTES**

ACTION BY THE COMMITTEE: Motion was made by Robert Huffman to approve the minutes for November 20, 2017 (pages 1-2). Motion was seconded by Wayne Rohner and carried unanimously, 4-0.

VII. **POLICIES FOR DISCUSSION:**

- a. Policy 302 Employment of Superintendent/Assistant Superintendent —Ms. Wisotsky shared that revisions reflect updated Act 55 legislation. Act 55 now changes the timeline from 120-day notice to 90-day notice of the expiration of Superintendent/Assistant Superintendent’s term for when the Board must inform them of their intent to retain and/or consider other candidates for the position(s). The law now limits the automatic renewal of these contracts to one year, one time only, if the renewal notice deadline is missed. Mr. Andrews questioned whether the additional red-lined language was also new legislation. Ms. Wisotsky replied, no, the additional language was always part of Act 55; however, it was never included in the district’s policy, therefore, we also incorporated these mandates into one comprehensive policy.
- b. Policy 907 School Visitors—Mr. Forsyth stated that revisions included, “A valid government-issued “picture” (changed to “photo”) identification “may” (changed to “shall”) be requested for all visitors. Dr. Riker shared that in the past, this process may have been inconsistent throughout the district. Parents sometime become belligerent when one school requires and another does not. The timeline for this change will align with the second semester and allow us ample notification to parents that photo identification shall now be required of all school visitors district-wide. It may take some time for the community to adjust; however, it is an important safety piece to protect our students and staff.

Mr. Forsyth asked that Policy 117 Homebound Instruction be moved up from the “Policies on the table for future discussion” to tonight’s meeting as we were able discuss and make the necessary revisions earlier in the day in order to, with your permission, post for public review.

- c. Policy 117 Homebound Instruction—Mr. Forsyth shared that the current policy implies approval of all applications, rather than a review process by the Assistant Superintendent for Pupil Services, School Physician, and Superintendent for all requests. Language has been added that the initial period of homebound shall not exceed three (3) months. The district physician is currently working on shortening the timeline from the initial three months if the student can be transitioned back even sooner upon their personal physician’s recommendation. Any extensions to the initial three months must be approved by PDE. The ESASD Cyber Academy, which services grades 6-12, now allows us a viable option over sending a homebound instructor for certain students during their temporary absence.

Public Participation: None

Mr. Forsyth noted that the policies listed in b. through f. on page 3 (with the exception of c.) are awaiting revision by the Chief Financial Officer. Policy 516 will be ready for discussion in February. Mr. Rohner inquired whether there was a preliminary draft available for Booster Clubs. Mr. Forsyth stated no, the only drafts that have been provided to date are samples to consider from other school districts. Mr. Rohner stated he would like to see this policy up for discussion very soon.

VIII. POLICIES ON THE TABLE FOR FUTURE DISCUSSION

- a. Policy 117 Homebound Instruction
- b. Policy 229 Student Fundraising
- c. Policy 516 School Police Officers/Security Officers
- d. Policy 702 Scholarships, Gifts, Donations, and Donations Containing Advertisements
- e. Policy 808 Food Services (amendments to Section 1337 of School Code)
- f. Policies ?? Booster Clubs

VIII. ADVISORY RECOMMENDATIONS

ACTION BY THE COMMITTEE: Motion was made by George Andrews to authorize and direct the administration to post the following item(s) for PUBLIC REVIEW during the month of December and subsequent Board action in January: Policies 117 Homebound Instruction, Policy 302 Employment of Superintendent/Assistant Superintendent, and Policy 907 School Visitors. Motion was seconded by Robert Huffman and carried unanimously 4-0.

IX. **ADJOURNMENT:** 5:25 p.m.

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

Next Meeting: February 26, 2018 at 5:00 p.m.

Respectively submitted by,
Debra Wisotsky