

**EAST STROUDSBURG AREA SCHOOL DISTRICT
BOARD OF EDUCATION
POLICY REVIEW COMMITTEE MEETING
APRIL 16, 2018
East Stroudsburg High School North
4:30 P.M.
MINUTES**

- I. Meeting was called to order at 4:35 p.m. by Judy Summers.
- II. **Policy Committee Members Present were:** George Andrews, Robert Huffman, and Wayne Rohner, and Judy Summers.
- III. **School Personnel Present were:** Jeffrey Bader, Brian Baddick, Brian Borosh, Eric Forsyth, Frederick Mill, Ryan Moran, Dr. William Riker, and Debra Wisotsky.
- IV. **Members of the Public Present were:** Larry Dymond, Keith Karkut, Rich Schlameuss, and Lisa Van Why.
- V. **APPROVAL OF AGENDA**

ACTION BY THE COMMITTEE: Motion was made by Robert Huffman to approve this agenda for April 16, 2018 (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 Wayne Rohner to approve the minutes for March 19, 2018 (pages 1-2). Motion was seconded by George Andrews and carried unanimously, 4-0.

VII. **POLICIES FOR DISCUSSION:**

- a. **Policy 105 Curriculum**--Minor revisions were made to update the terminology for Language Instruction Educational Program and English Learner students.
- b. **Policy 138 English as a Second Language-Bilingual Education Program renamed to Language Instruction Educational Program for English Learners**--Updated based on PSBA guidance on the new requirements and terminology of The Every Student Succeeds Act (ESSA), as well as recent federal and state guidelines. The former term Limited English Proficiency program (LEP) has been replaced by Language Instruction Educational Program (LIEP), and the term English Language Learner (ELL) has been replaced by English Learner (EL).
- c. **Policy 239 Foreign Exchange Students**--Revisions were made to clarify that foreign exchange students who are accepted for attendance by the Board shall comply with the school entity's enrollment process, including the administration of the Home Language Survey to determine if the student should be identified as an English Learner. Based on state and federal guidance, foreign exchange students who are identified as English Learners shall be assessed and provided with appropriate instruction in accordance with the LIEP.
- d. **Policy 309 Assignment and Transfer**--Language was revised delegating authority to the Superintendent to transfer staff from one building, and/or supervisor to another without the need for Board approval, where the classification and compensation are unaffected.
- e. **Policy 616 Payment of Bills**-- Mr. Rohner stated that he would not support the revisions to this policy. He stated that he feels that the Board needs to review all monthly invoices, balance sheets, and

income/expense reports in order for them to make an informed decision on the payment of bills each month. Mr. Bader stated that he drafted the policy following PSBA guidance as well as additional input from the Finance Committee. Mr. Schlameuss suggested reaching out to other high-performing school districts to model a policy after them and have the Finance Committee be involved too.

ACTION BY THE COMMITTEE: George Andrews made a motion to table Policy 616 for further discussion. Wayne Rohner seconded. The motion passed 3-0, with Robert Huffman abstaining.

- f. **Policy 816.1 Cloud Computing**--Mr. Forsyth stated that revisions are based on recommendations from the school district's special legal counsel, Dottie Bollinger of The Bollinger Law Firm, LLC, following a review of the current policy.
- g. **Policy 830 Data Breach**-- Mr. Forsyth shared that these revisions are also based on recommendations from The Bollinger Law Firm, LLC, following a review of the current policy. Mr. Borosh noted that language has been changed from the HITECH Act to HIPAA throughout the policy to reference current applicable law.

Public Participation:

Rich Schlameuss and Keith Karkut expressed concerns with the 2018-2019 student dress code policy and asked that the committee to reconsider implementation for the upcoming school year by placing the policy on the agenda again for further public discussion.

VIII. POLICIES ON THE TABLE FOR FUTURE DISCUSSION

- a. **Policy 229 Student Fundraising**-Sample policies were provided to Policy Review Committee for review.
- b. **Policy 310 Abolishing a Position (Repeal) & 311 Suspensions & Furloughs (rename "Reduction of Staff")**-Under Administrative Review by Human Resources Department.
- c. **Policy 311 Suspensions and Furloughs** –rename "Reduction of Staff" as per PSBA & Act 55 of 2017 – Under review by Human Resources Department
- d. **Policy 702 Scholarships, Gifts, Donations, and Donations Containing Advertisements**-Sample policies provided to Policy Review Committee.
- e. **Policy 810 Transportation**-Waiting on PSBA's guidance.
- f. **Policy XXX Booster Clubs**-Sample policies provided to the Policy Review Committee.

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 April and subsequent Board action in May: Policies 105 Curriculum, 138 Language Instruction Educational Program, 239 Foreign Exchange Students, 309 Assignment and Transfer, 816.1-Cloud Computing, Policy 830-Data Breach. Motion was seconded by George Andrews and carried unanimously 4-0.

IX. ADJOURNMENT: 5:48 p.m.

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

Next Meeting: May 21, 2018 at 4:30 p.m. at Carl T. Secor Administration Center

Respectively submitted by,
Debra Wisotsky