

**EAST STROUDSBURG AREA SCHOOL DISTRICT
BOARD OF EDUCATION
POLICY REVIEW COMMITTEE MEETING
OCTOBER 21, 2019
CARL T. SECOR ADMINISTRATION CENTER
4:30 P.M.
MINUTES**

- I. Meeting was called to order at 4:30 p.m. by Robert Huffman.
- II. **Policy Committee Members Present were:** George Andrews, Robert Huffman, Wayne Rohner and Richard Schlameuss.
- III. **School Personnel Present were:** Brian Baddick, Eric Forsyth, Ryan Moran, Dr. William Riker, Renee Stevens and Debra Wisotsky
- IV. **Non-Committee Board Members Present were:** Lisa VanWhy
- V. **Members of the Public Present were:** Kimberly DeBlasio
- VI. **APPROVAL OF AGENDA**

ACTION BY THE COMMITTEE: Motion was made by Richard Schlameuss to approve this agenda for, October 21, 2019 (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 George Andrews and carried unanimously, 4-0.

V. **APPROVAL OF MINUTES**

ACTION BY THE COMMITTEE: Motion was made by George Andrews to approve the minutes for September 16, 2019 (pages 1-2). Motion was seconded by Richard Schlameuss and carried unanimously, 4-0.

VI. **POLICIES FOR DISCUSSION:**

- a. Policy 333 Professional Development (repeal Policy 433) -- The committee discussed Act 18 of 2019 which revised 24 P.S. Sec. 12-1205.7 of the PA School Code requiring school entities to include a minimum of one (1) hour of required training in trauma-informed approaches into the district's Professional Education Plan. Dr. Riker shared that this requirement has been included in the district's overall Comprehensive Plan as well as the Teacher Induction Plan. Dr. Riker also made two additional revisions to proposed language noted by the underscore below: 1) All employees shall file a record and description of the attainment of approved credits with the Office of Human Resources. 2) Reimbursement for credits for approved courses of study or special study shall be made on the approval of the Director of Human Resources. Repeal Policy 433 Professional Development -- Professional Staff as it was consolidated into Policy 333 Professional Development -- Employees.
- b. Policy 335 Family and Medical Leaves -- The committee discussed language that was inadvertently omitted last month when consolidating Policies 435 and 535. Mr. Forsyth added one revision noted by the underscore below in the proposed language: "If the employee requesting an FMLA leave qualifies for and is entitled to any paid leave under a contract, compensation plan, collective bargaining agreement, school district policy, or statutory mandate, the employee may utilize such leave during the FMLA leave at his/her discretion."

- c. Policy 705 Safety newly entitled “Facilities & Workplace Safety” -- The committee discussed PSBA revisions clarifying that the policy addresses safety of the physical buildings and facilities of the district, as well as addressing the requirements for Certified Workplace Committees. Mr. Schlameuss inquired about policies addressing student/staff safety. Ms. Wisotsky shared that updates to policy on Building Security, Emergency Preparedness & Response, Relations with Local Law Enforcement and School Security Personnel will be on the upcoming November Policy Review Committee Agenda.
- d. Policy 808 Food Services – Updates include a correction reverting back to the previous version of the policy dated September 17, 2018. Updated guidance from the National School Lunch Program has been issued that districts who participate in the NSLP are not permitted to serve an alternate meal to students with lunch accounts in arrears. The district’s only option for recouping funds is to either enter into a payment plan with families or take the parent/guardian to the District Magistrate.

Public Participation: None

XI. ADVISORY RECOMMENDATIONS

ACTION BY THE COMMITTEE: Motion was made by George Andrews to authorize and direct the administration to post the following item(s) with noted revisions for PUBLIC REVIEW during the month of October and subsequent Board action in November: Policy 333 Professional Development, REPEAL Policy 433, Policy 335 Family and Medical Leaves, Policy 705 Facilities & Workplace Safety, and Policy 808 Food Services. Motion was seconded by Wayne Rohner and carried unanimously 4-0.

XII. ADJOURNMENT: 4:40 p.m.

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

Next meeting: November 18, 2019 – Carl T. Secor Administration Center

Respectively submitted by,
Debra Wisotsky