

**EAST STROUDSBURG AREA SCHOOL DISTRICT
BOARD OF EDUCATION
POLICY REVIEW COMMITTEE MEETING
NOVEMBER 18, 2019
CARL T. SECOR ADMINISTRATION CENTER
4:30 P.M.
MINUTES (Amended)**

- 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 (arrived 4:40pm).
- III. **School Personnel Present were:** Brian Baddick, Eric Forsyth, Frederick Mill, Ryan Moran, Dr. William Riker, Renee Stevens, Fabiola Souffrant, Debra Wisotsky and Steve Zall
- IV. **Non-Committee Board Members Present were:** None
- V. **Members of the Public Present were:** None
- VI. **APPROVAL OF AGENDA**

ACTION BY THE COMMITTEE: Motion was made by George Andrews to approve this agenda for, November 18, 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 Wayne Rohner and carried unanimously, 3-0.

V. **APPROVAL OF MINUTES**

ACTION BY THE COMMITTEE: Motion was made by Wayne Rohner to approve the minutes for October 21, 2019 (pages 1-2). Motion was seconded by George Andrews and carried unanimously, 3-0.

VI. **POLICIES FOR DISCUSSION:**

- a. Policy 709 Building Security (New Policy) – Revisions reflect the role of the School Safety & Security Coordinator and responsibility of the Superintendent for designating authorized access to school building and facilities. Language for single-door entry access during the school day was clarified for a controlled process of screening visitors and other authorized individuals. The district has always had an Administrative Regulation in place on building access. This policy now makes the community aware of procedures in place. Policy 907 School Visitors refers to the individual while Policy 709 now clarifies how we handle the building. Mr. Andrews stated the policy is not mandated after speaking with PSBA; however, PSBA is recommending this policy for clarification and communication of school operations.
- b. Policy 805 Emergency Preparedness & Response – Mr. Forsyth shared that the latest Emergency Operations Plan was prepared in July 2018 and has been reviewed since then with no major changes. Language in Policy 805 has been added with regard to the types and timing of emergency drills, school safety assessments, references to the Flexible Instructional Day and required safety and security trainings for all employees. The Safe2Say Program Administrative Regulations have also been developed with internal procedures for routing all calls. Mr. Andrews suggested the development and implementation of emergency preparedness plans should also list the Board as part of the relevant stakeholders. Mr. Rohner asked about the Pine Ridge community hostage situation from earlier today and how the district dealt with that situation. Mr. Forsyth stated that ConnectEd call went out by both phone and email to all families affected, informing parents that the students

would be held at the school. In fact, the district's response was so quick, that within five minutes after that call, we had a second ConnectEd message going out that the situation had been resolved. This incident affected only six intermediate/high school buses. Mr. Rohner asked had the situation continued on longer, what would the district have done. Mr. Forsyth replied that the students would have been held at the school until we received the all clear from law enforcement. The district would then have transported the students home when it was safe to do so. Parents would also have been given the option to come pick up their child(ren) at the school if they so wished.

- c. Policy 805.1 Relations with Law Enforcement Agencies – Language has been added that the district shall invite local law enforcement to trainings to enhance understanding of schools and build positive relationships with students.
- d. Policy 805.2 Emergency Plan – REPEAL – Language is addressed in Policy 805; therefore, this policy is redundant and unnecessary. Repeal and replace with 805.2 School Security Personnel below (formerly Policy 516).
- e. Policy 805.2 School Security Personnel – Reflects requirements of School Code and revisions under Act 44 and Act 67, includes definitions, and roles and responsibilities for the School Safety and Security Coordinator.

Mr. Andrews inquired about Policy 204 Attendance. He asked if participation in civic and community activities such as working the poll with a parent on Election Day could be added to the list of valid excuses for absence from school. Dr. Riker shared that the parent could request permission in advance as part of a Request for Absence due to Educational Trip or Tour. Mr. Schlameuss felt Mr. Andrew's language was way too broad and leaves room for interpretation. Perhaps Administration could wordsmith this some more and bring the policy back to the next policy meeting. Mr. Forsyth will also check against School Code to see if this can be added as a permissible excuse.

Public Participation: None

XI. ADVISORY RECOMMENDATIONS

ACTION BY THE COMMITTEE: Motion was made by Richard Schlameuss to authorize and direct the administration to post the following item(s) with noted revisions for PUBLIC REVIEW during the month of November and subsequent Board action in December: Policy 709 Building Security, Policy 805 Emergency Preparedness & Response, Policy 805.1 Relations with Law Enforcement Agencies, Policy 805.2 School Security Personnel, and REPEAL 805.2 Emergency Plan and REPEAL 516 School Police Officers/Security Officers. Motion was seconded by George Andrews and carried unanimously 4-0.

XII. **ADJOURNMENT:** 4:58 p.m.

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

Next meeting: TBD

Respectively submitted by,
Debra Wisotsky