

**EAST STROUDSBURG AREA SCHOOL DISTRICT  
BOARD OF EDUCATION  
POLICY REVIEW COMMITTEE MEETING  
DECEMBER 16, 2019  
CARL T. SECOR ADMINISTRATION CENTER  
4:30 P.M.  
MINUTES**

- I. Meeting was called to order at 4:35 p.m. by Sharone Glasco.
- II. **Policy Committee Members Present were:** George Andrews, Rebecca Bear, Sharone Glasco, and Damary Bonilla (arrived 4:45pm).
- III. **School Personnel Present were:** Brian Baddick, Ryan Moran, Dr. William Riker, Debra Wisotsky
- IV. **Non-Committee Board Members Present were:** Richard Schlameuss
- V. **Members of the Public Present were:** None
- VI. **APPROVAL OF AGENDA**

**ACTION BY THE COMMITTEE:** Motion was made by Rebecca Bear to approve this agenda for December 16, 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, 3-0.

V. **APPROVAL OF MINUTES**

**ACTION BY THE COMMITTEE:** Motion was made by George Andrews to approve the minutes for November 18, 2019 (pages 1-2). Motion was seconded by Rebecca Bear and carried unanimously, 3-0.

V. **APPROVAL OF POLICY REVIEW COMMITTEE MEETING CALENDAR FOR 2020**

**ACTION BY THE COMMITTEE:** Motion was made by Rebecca Bear to approve the Policy Review Committee Meeting Calendar for 2020. Motion was seconded by George Andrews and carried unanimously, 4-0. Damary Bonilla arrived at 4:45pm.

VI. **POLICIES OVERVIEW:**

Administration shared information for the newly elected members of the committee on the website location for the ESASD School Board Policy Manual; the Policy Review Committee agendas/minutes/draft policies; along with the most recent PNN Newsletter.

Dr. Riker discussed the policy updating process with the committee. He noted that PSBA's PNN Newsletter drives many of the policies that come up for revision reflecting updated legislation and court decisions. Most revisions to policy are state-mandated; however, additional language may be added to meet the specific needs of the district. In addition, each department annually reviews their respective policies. When a policy appears on the agenda, each department administrator is present at the meeting to answer any questions. Once the policy is discussed, the committee then recommends that the policy be posted for a 30-day public review for any comments prior to final Board approval at the School Board Meeting. Dr. Riker also added that the Code of Student Conduct is driven by updates to Board policy. The Code of Student Conduct is annually reviewed by administration beginning in January or February. Administration, building principals, assistant principals are part of this process. Teacher input is also obtained by the building principals prior to meeting.

The committee discussed the possibility of including Board members as well as parents who would like to have an opportunity to give their input on the Code of Conduct. Dr. Riker reminded the committee that the key to good disciplinary practice is the ability to be fair and consistent from the beginning to the end of the school year. Any revisions discussed and later approved would not be effective until the following school year.

The committee also discussed meeting with community members in a more informal setting, as some may be intimidated to speak at the Board meetings. Language barrier or literacy issues may prevent the community from participating more. This will allow us to receive community input on things that are working in the district and things that are not. Perhaps Board members can split their time at community clubhouses, coffee & chat sessions with a Board member, PTO meetings, or by setting up a table at school events. A suggestion was made that each PTO present a PowerPoint presentation on what is going on at their school. A different PTO can be assigned to each Board meeting throughout the year.

Ms. Glasco inquired about Policy 333 Professional Development and the PNN's reference to a school staff training resource that was attached. Ms. Wisotsky will email a copy of that attachment to the committee. Ms. Glasco would like to see diversity training included along with the trauma-informed approaches for upcoming staff development meetings. Ms. Glasco added that a teacher at North has designed a great diversity training program. Administration should reach out to her and also pursue other diversity programs available.

Ms. Glasco also added that in the future, she would like the committee to discuss the dress code policy, students wearing headphones, and district busing. Dr. Riker reminded the committee that some issues may or may not be actually connected to a specific policy but just practice or how things are being implemented at the building level.

**Public Participation: None**

XI. **ADJOURNMENT:** 5:10 p.m.

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

Next meeting: January 27, 2020 at 4:30pm in the Carl T. Secor Administration Center

Respectively submitted by,  
Debra Wisotsky