

**EAST STROUDSBURG AREA SCHOOL DISTRICT
BOARD OF EDUCATION
POLICY REVIEW COMMITTEE MEETING
APRIL 20, 2020 (March meeting cancelled)
MEETING HELD VIA ZOOM DUE TO COVID-19 SCHOOL CLOSURE—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 Wayne Rohner.
- III. **School Personnel Present were:** Brian Baddick, Angela Byrne, Eric Forsyth, Thomas McIntyre, Ryan Moran, Dr. William Riker, Debra Wisotsky, Stephen Zall
- IV. **Members of the Public Present were:** Krissy Foster, Daryl Sabino, Kaden Stefan
- V. **APPROVAL OF AGENDA**

ACTION BY THE COMMITTEE: Motion was made by Wayne Rohner to approve this agenda for April 20, 2020 (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.

Wayne Rohner requested that Policies 000 and 002 be added to the agenda for discussion. Mr. Rohner also requested the PSBA generic version and stated that he is looking to make some amendments to these policies.

VI. **APPROVAL OF MINUTES**

ACTION BY THE COMMITTEE: Motion was made by George Andrews to approve the minutes for for February 24, 2020 (pages 1-2). Motion was seconded by Wayne Rohner and carried unanimously, 4-0.

The April 2020 PSBA Volume II Policy News Network (PNN) was included in the committee's agenda book for review. The updates contained in this PNN were drafted to support the district in maintaining compliance during this pandemic and can be, in this emergency situation, adopted in one (1) vote, waiving subsequent readings, by the Board, in consultation with the district's school solicitor and in accordance with Board Policy 003.

VII. **POLICIES FOR DISCUSSION:**

Policies being presented for immediate action at the April 20, 2020 Regular School Board meeting-

- a. Policy 006.1 -- Attendance at Meetings Via Electronic Communications – This is an addendum to 006 which allows for attendance by the Board via electronic communication through the end of the calendar year due to Covid-19.
- b. Policy 214 – Class Rank -- TEMPORARY UPDATE TO POLICY – The timeframe to capture the GPA/class rank will be the end of the 3rd marking period for this school year only. The school year does not end for students as they are still expected to complete all classwork through the end of the school year.
- c. Policy 335 Attachment -- Family First Coronavirus Response Act along with corresponding posters in both English and Spanish -- NEW ATTACHMENT – This is an addendum to the current FMLA policy as a result of Covid-19 and Act 13. This policy extends through December 31, 2020. This attachment and posters have been sent to all employees and a link has been provided on the district

website. The H/R office is available to field any questions with regard to this policy. To date, H/R has not received any requests for Covid-19 leave.

- d. Policy 626 -- Federal Fiscal Compliance -- UPDATE TO POLICY – Language was added to page 2, section 4 under internal controls for the segregation of duties and under procedures for the continued payment of staff utilizing federal funds during emergency conditions. Mr. Andrews inquired whether this update stemmed from the forensic audit. The revisions do cover both the forensic audit recommendation as well as the PNN recommendation for compliance for the payment of staff during emergencies such as Covid-19

Policies presented by administration for discussion-

- a. Policy 918.1 – Title I School Parent & Family Engagement – NEW POLICY -- 918.1 Attachments 1-6 (Elementary Buildings) – Mrs. Angela Byrne shared that both PDE and USDE require that districts develop a district-wide policy on Title I Parent & Family Engagement as well as a separate School Parent & Family Engagement policy. The six elementary building are the only buildings serviced by Title I in the district; therefore, we have created six individual building attachments that are customized for each building based on their own specific needs, as well as family needs, and the types of events that they hold. These attachments can't be identical and are required to be reviewed annually. In the fall, each elementary building holds a parent meeting to review the school's engagement policy as well as the parent school compact to make any reasonable changes. Most times, things remain the same unless needs change and we have a new way of communicating with families.

Ms. Bear inquired as to how the district reaches out to include families in this process. Mrs. Byrne stated building principals and grade level reading specialists reach out to families either by flyer, ConnectEd or through Sapphire with information about the meeting. Meetings take place in September or October. We let the building decide what works best for them, either before, during or after school for their meeting, in order to capture the largest number of participants. Ms. Bear stated the district needs to do a better job in engaging/informing parents as to what the Title I program is. She asked, couldn't we combine the meeting with a back-to-school night or PTO meeting to draw a larger crowd. Mrs. Byrne stated a caveat to the annual requirement is that the meeting cannot be combined with another event and must be a standalone meeting. Turnout has been around 12 parents at the district level and perhaps 2-3 parents for the school-level meetings. Principals have, in the past, piggybacked on a PTO meeting and scheduled the meeting either before or after.

Mr. Rohner asked how many students qualify for Title I and how does the district receive the proper allocation of federal funds. Mrs. Byrne stated every elementary student is Title I student. The district has not targeted specific students for some time now. The funding formula is a very difficult metric calculation based on the district's free and reduced lunch, students aged 5-18 living at the poverty level, and the number of foster care and homeless students. The district then allocates funds per building based on their free and reduced lunch percentages. Mr. Rohner inquired about accountability and who is responsible to oversee this process? Mrs. Byrne stated, as Director of Federal Funds, she is responsible to be sure the district receives the proper allocation of federal funds in mid-May. Each year the district completes an annual renewal application by July 1. The 40-page monitoring document outlines how we are going to meet requirements and utilize the funds to meet each building's needs by crossing off each item on the checklist. The monitoring is completed once every 4 years when we receive a visit from the State. Our last visit was two years ago along with the visit four year's prior had no findings and the district met all requirements. Ms. Glasco requested that administration reach out to the School Board prior to both the June district-level meeting and fall school-level meetings to have the Board assist in mustering additional participants.

Included in the committee's agenda book are the revisions to the 2020-2021 Athletic Handbook. The Policy Review Committee requested an opportunity for discussion prior to Board approval.

Ms. Bear inquired if the district is now requiring that students must have a lock on their locker in the locker room, will the district provide the lock to a student who cannot afford a lock of their own? This is a basic school supply that should be provided by the district. Mr. Forsyth & Mr. Zall shared that historically, students have provided the lock to secure their personal belongings in athletic locker rooms. These procedures were established because athletic programs are considered extracurricular and; therefore, can be treated differently. Mandates apply to the normal school day that basic school supplies be provided by the district.

Dr. Riker shared that on page 27 it states coaches shall: "Ensure that each student-athlete uses a padlock for their locker to keep their belongings locked inside of the locker and safe." Dr. Riker noted, that based on the committee's comments in support of providing locks to those who could not afford one, it will be quite simple to add language to the Athletic Handbook that if and when a student cannot provide their own lock; the district will provide one for them. This language will be added to the Athletic Handbook and presented at the May Board meeting for final approval.

Public Participation: Kaden Stefen, North student, shared a petition he started back in December that garnered 1,500 signatures. He also shared a letter he prepared with regard to the current dress code policy. Kaden recommended going back to the original dress code policy written prior to the 2013-2014 school year. The committee thanked him for his advocacy on behalf of the students, staff and parents. Ms. Glasco asked that Kaden please share the petition, his letter and accompanying comments from student and parents for committee review.

Krissy Foster also spoke in agreement with going back to the original policy prior to khakis and polo shirts. She shared a written statement with the committee. Ms. Foster also thanked the district for the work that they have put into implementing the Learn from Home cyber program during the Covid-19 school closure. She stated that her children in 1st and 3rd grade are doing really well and she appreciates the additional content that has been implemented in the curriculum.

Daryl Sabino spoke on behalf of parents and students requesting that the district go back to the original dress code policy when jeans were permitted. Ms. Sabino also shared a written statement stating that time spent monitoring dress code is a waste of precious learning time.

Ms. Glasco thanked everyone for their comments and stated that the committee will relook at the dress code to see if they can come up with a fair policy that works for all. Policy 221 Dress & Grooming will be included on the agenda for further discussion at the May Policy Review Committee Meeting.

VIII. ADVISORY RECOMMENDATIONS

ACTION BY THE COMMITTEE: Motion was made by Wayne Rohner to authorize and direct the administration to post the following item(s) with noted revisions for PUBLIC REVIEW during the month of April and subsequent Board action in May: Policy 918.1 Title I School Parent & Family Engagement & six (6) Elementary Building attachments. Motion was seconded by George Andrews and carried unanimously 4-0.

IX. **ADJOURNMENT:** 5:27 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: May 18, 2020 at 4:30pm location TBD

Respectively submitted by,

