

**EAST STROUDSBURG AREA SCHOOL DISTRICT  
BOARD OF EDUCATION  
POLICY REVIEW COMMITTEE MEETING  
March 15, 2021  
MEETING HELD VIA ZOOM DUE TO COVID-19 SCHOOL CLOSURE—4:30 P.M.  
MINUTES**

- I. Meeting was called to order at 4:30 p.m. by Sharone Glasco.
- II. **Policy Committee Members Present were:** George Andrews, Sharone Glasco, Debbie Kulick and Wayne Rohner.
- III. **Board Members Present were:** Larry Dymond, Richard Schlameuss
- IV. **School Personnel Present were:** Brian Borosh, Eric Forsyth, Craig Neiman, Dr. William Riker, William Vitulli, Debra Wisotsky and Stephen Zall
- V. **Members of the Public Present were:** Jennifer Floyd, Nasir Frederick
- VI. **APPROVAL OF AGENDA**

**ACTION BY THE COMMITTEE:** Motion was made by Debbie Kulick to approve this agenda for March 15, 2021 (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.

VII. **APPROVAL OF MINUTES**

**ACTION BY THE COMMITTEE:** Motion was made by Debbie Kulick to approve the minutes for For February 22, 2021 (pages 1-3). Motion was seconded by George Andrews and carried unanimously, 4-0.

**POLICIES FOR DISCUSSION:**

**Policies presented by Administration-**

- a. Policy 210.2 Food Allergies -- Ms. Glasco stated that the update gives the appearance that all food brought in from home must be pre-packaged with the list of ingredients. Does that mean that a parent can't send in something home cooked with a list of ingredients or does everything have to be store bought? Ms. Kulick agreed with the language as written that everything must be store bought and pre-packaged. Mr. Andrews disagreed saying, I believe food should be permitted from home and that he is frustrated that everything has to be so sterile. I know why we do it, so that we don't incur any risk; but, I just have a problem with it. When I was a kid we brought cupcakes in from home and now we can't do that. Mr. Rohner asked, if the policy has been in place since 2008, I know that football booster clubs are providing meals for the players. It is not prepackaged. George added what about hotdogs being served at games from the grill? Ms. Glasco asked if a student brings leftovers in from home to eat for lunch, would this not be permitted. Ms. Wisotsky replied that the policy is focused on classroom celebrations where students are sharing items with the entire class during the school day. Those items must be prepackaged and labeled to avoid any potential food allergies. Mr. Zall added that under the guidelines section it references that this is during school hours. There were no other questions or concerns. Motion was made by Debbie Kulick to move the policy forward with noted revisions. The motion was seconded by Wayne Rohner.
- b. Policy 303 Employment of Administrators -- Ms. Glasco was thankful for the addition of language that candidates be notified in writing as well as the listing of position titles that fall under the title of

Administrator that was discussed at the previous meeting. Ms. Glasco questioned the part on, “Supervisors (excluding First-Level Supervisors), Coordinators, and Director of School Policy/School Safety Coordinator”. Dr. Riker clarified that the excluding first-level supervisors only applies to the Supervisor position because these are two different positions and you will see as we proceed with the meeting that first-level supervisors have been included in a separate policy. Ms. Glasco asked for clarification if the Coordinators and Director of School Police/School Safety Coordinator are part of Administrators. Dr. Riker stated yes, she is correct. These are all Act 93 positions. There were no other questions or concerns. Motion was made by George Andrews to move the policy forward with noted revisions. The motion was seconded by Wayne Rohner.

- c. Policy 304 Employment of Professional Employees (REPEAL 404) – Mr. Andrews inquired about 304.1 missing from the agenda list. Ms. Glasco reminded Mr. Andrews that 304.1 was completed and moved forward last month. There were no other questions or concerns with Policy 304. Motion was made by George Andrews to move the policy forward with noted revisions. The motion was seconded by Wayne Rohner.
- d. Policy 304.2 Employment of Confidential-Administrative Assistants & First-Level Supervisors (New Policy) -- Ms. Glasco announced this is a new policy. Dr. Riker pointed out that this new policy is just mirroring the policies that were looked at prior. In order to include all of the classifications, as was requested at last month’s meeting, we had to generate two other policies that mirrored them to include these other classifications, 304.2 and 304.3. The language is not very different other than it matches what would be in the Compensation Plan Agreement of those two classifications. Ms. Kulick asked shouldn’t these be divided into two separate policies as they each have their own separate contract? Ms. Wisotsky noted that paragraph five does refer to the separate Compensation Plans that each group follows. We grouped them together as they have almost identical language. Ms. Kulick was fine with it now that she saw it is noted in the policy referring back to the applicable agreement. There were no other questions or concerns. Motion was made by George Andrews to move the policy forward with noted revisions. The motion was seconded by Wayne Rohner.
- e. Policy 304.3 Employment of School Security Personnel (New Policy) – Ms. Glasco stated this is another new policy for security personnel. Ms. Glasco questioned the paragraph on “An employee’s misstatement of fact material to qualifications for employment or determination of salary may constitute grounds for dismissal by the Board”. Is it more derogatory or punitive than needed? Ms. Wisotsky noted this paragraph appears in each classifications’ employment of... policies. Mr. Zall added the language is reflective of the onboarding process based on the information that our employees have submitted, attested to and that is accurate and not misleading to the district. There were no other questions or concerns. Motion was made by George Andrews to move the policy forward with noted revisions. The motion was seconded by Wayne Rohner.
- f. Policy 305 Employment of Substitute & Short-Term Employees -- There were no questions or concerns with the minor revisions. Motion was made by George Andrews to move the policy forward with noted revisions. The motion was seconded by Wayne Rohner.

**Public Participation:** None

### VIII. 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 March and subsequent Board action in April: Policies 210.2, 303, 304, 304.2, 304.3, 305 and the REPEAL of 404. Motion was seconded by Wayne Rohner and carried unanimously, 4-0.

IX. **ADJOURNMENT:** 4:50 p.m.

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

Next meeting: April 19, 2021 at 4:30 p.m., location TBD.

Respectively submitted by,  
Debra Wisotsky