

**EAST STROUDSBURG AREA SCHOOL DISTRICT  
BOARD OF EDUCATION  
POLICY REVIEW COMMITTEE MEETING  
JUNE 21, 2021  
CARL T. SECOR ADMINISTRATION CENTER & VIA ZOOM—4:30 P.M.  
MINUTES**

- I. Meeting was called to order at 4:30 p.m. by Debbie Kulick.
- II. **Policy Committee Members Present were:** George Andrews, Debbie Kulick, Wayne Rohner and Richard Schlameuss (virtually).
- III. **Board Members Present were:** None
- IV. **School Personnel Present were:** Brian Baddick, Brian Borosh, Eric Forsyth (virtually), Frederick Mill, Dr. William Riker, Dr. William Vitulli, Debra Wisotsky and Stephen Zall (virtually)
- V. **Members of the Public Present were:**
- VI. **APPROVAL OF AGENDA**

**ACTION BY THE COMMITTEE:** Motion was made by George Andrews to approve this agenda for June 21, 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 Wayne Rohner and carried unanimously, 4-0.

VII. **APPROVAL OF MINUTES**

**ACTION BY THE COMMITTEE:** Motion was made by George Andrews to approve the minutes for for May 17, 2021 (pages 1-3). Motion was seconded by Rich Schlameuss and carried unanimously 4-0.

Ms. Kulick announced that Policy 805.2 School Security Personnel which was slated to go for final approval at the Regular School Board Meeting later this evening is being held back for additional updates. PSBA issued their June PNN Newsletter just prior to the printing of the Board Agenda. Administration will present Policy 805.2 to the Policy Committee in July, once we have had time to assess these additional mandates to policy.

**POLICIES FOR DISCUSSION:**

**Policies presented by Administration-**

- a. Policy 223 Use of Bicycles and Motor Vehicles—Dr. Riker stated that most of the revisions, if not all, are due to the Act 18 Threat Assessment reflecting PSBA language. In fact, next month you will be seeing multiple policies that are affected by these new Act 18 mandates. Mr. Andrews asked why can't a person drive a dirt or mini bikes to school. Chief Mill replied that these are motorized vehicles that are unregistered. Ms. Kulick added trail bikes or mountain bikes with fat tires which are pedal-operated are okay. Mr. Andrews asked why no skateboards or rollerblades/rollerskates either? Chief

Mill stated that skateboards cause damage to the handrails and sidewalks and that this is a liability for the school district to allow such use. Mr. Andrews also inquired about vehicles parking in no parking zones just to drop something off for a classroom. Do they need permission or will the vehicle be ticketed? Mr. Rohner agreed, so what if volunteers are dropping off team dinners that park close to the entrance to drop off items. Will cones be moved for them to have access? Chief Mill stated, yes, for short periods of time only. We can't have everyone parking in no parking zones for extended periods of time in the event emergency vehicles need access. We are not looking to make money, but if someone is there for an extended period and we know who the person is, we will ask them to move the vehicle. Mr. Andrews also asked why permission for storage of vehicles must be approved by the Superintendent or Chief of School Police. Shouldn't it be the building principal who grants permission. Chief Mill stated building principals should be consulting with his department for permission if they know a vehicle is going to be parked for an extended period of time, so that school police are aware of all vehicles left on school property for safety/security reasons. Ms. Kulick added that school police are the ones checking parking lots all the time and they should be aware of all vehicles left on school property. Ms. Kulick asked under enforcement, is the parking fee published. Chief replied, the parking violation fee of \$5 per day is in accordance with the School Code of 1949 and is posted in the Code of Student Conduct.

- b. Policy 322 Gifts (**REPEAL** 422)—Ms. Kulick stated the policy is consolidated for staff members in general. Mr. Schlameuss asked, should we have a similar policy under the Board members' operating policies. Mr. Rohner asked if there is a generic PSBA version? Ms. Wisotsky stated there is not a separate policy on gifts for Board Members; however, language is embedded in the Board's code of conduct/ethics policy. Dr. Riker suggested that we can add it to the employee policy. The committee agreed, the sentence will be rewritten as, "The Board considers the acceptance of gifts by staff members, including members of the Board, an undesirable practice"
- c. Policy 328.1 Salary Determination (**REPEAL** 528)—The committee had no concerns with revisions to Policy 318.1 as it is more generic and applies to all employees.
- d. Policy 329 Substitute Compensation (**REPEAL** 429 & 529)—Mr. Andrews shared that when he was a substitute in the past, if you worked so many hours, 30 days, you received an additional \$500 bonus. Do we still have that here in East Stroudsburg and shouldn't it be included in the policy? Mr. Zall stated, if that is something we want to include here, we can. It would be for professional substitutes only as that is language that we have had to my knowledge. We set it up when we prepare information to the IU on an annual basis for professional day-to-day substitutes. Ms. Kulick suggested this info should be in a more flexible document. Dr. Riker suggested rather than policy, it is more of a procedure that can be created in a 329AR. Mr. Zall said in addition, this is something we can include in the employee manual that I am currently working on putting together. Mr. Andrews suggested that this could be used as a carrot to get substitutes because we sometimes have trouble getting subs. If subs know they work 30 days here and are getting a bonus, they may come to our district vs. another district. Mr. Zall said it is something that we have and use; it is vital because we continue to offer the lower end of the substitute rate but once you average it in, for the person who commits those days to our district, it does balance out to what is a little more competitive with the surrounding districts. Mr. Andrews asked how much lower are we than other districts? We currently pay \$100 per day. Some districts do \$100 per day and similar

compensations after 30 or 45 days, others start off at \$120 per day straight, which is what ours averages out to with the 30 days. In addition, just so this committee is aware, I am working with the professional association; because, that is one area in the professional bargaining association where we are not securing substitutes. One of the things that may help is if we establish a separate rate for certified school nurses. Again, that still requires an MOU and some additional work in that direction because it is part of the professional association as a whole. Ms. Kulick stated that Dr. Riker would create an AR along with Mr. Zall to accompany this policy.

- e. Policy 904 Public Attendance at School Events—Ms. Kulick noted the only revisions is the addition of a sentence on page 6, “Book bags, large handbags and personal belongings are subject to search. Which is the new norm. The committee had no concerns with this revision.

**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 June and subsequent Board action in July: Policies 223, 322, 328.1, 329, 904 and the Repeal of 422, 528, 429 & 529. Motion was seconded by Richard Schlameuss and carried unanimously, 4-0.

IX. **ADJOURNMENT:** 4:53 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: July 19, 2021 at 4:30 p.m. in the Carl T. Secor Administration Board Room & via Zoom.

Respectively submitted by,  
Debra Wisotsky