

**EAST STROUDSBURG AREA SCHOOL DISTRICT
BOARD OF EDUCATION
POLICY REVIEW COMMITTEE MEETING
AUGUST 16, 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.
- III. **Board Members Present were:** None
- IV. **School Personnel Present were:** Brian Baddick, Brian Borosh, Eric Forsyth (virtually), Frederick Mill, Manvel Page, Dr. William Vitulli, Debra Wisotsky and Stephen Zall
- V. **Members of the Public Present were:** Desiree Dominguez, Laura Follis, Bryant Spellman, Joseph Tripoli (all virtually)
- VI. **APPROVAL OF AGENDA**

ACTION BY THE COMMITTEE: Motion was made by George Andrews to approve this agenda for August 16, 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 Richard Schlameuss and carried unanimously, 4-0.

VII. **APPROVAL OF MINUTES**

ACTION BY THE COMMITTEE: Motion was made by Richard Schlameuss to approve the minutes for July 19, 2021 (pages 1-4). Motion was seconded by George Andrews and carried unanimously 4-0.

IV. **POLICIES FOR DISCUSSION:**

Policies presented by administration-

- a. Policy 121 Field Trips—The committee discussed the addition of language that field trip requests must also be submitted to transportation if special transportation is required for any students. Mr. Andrews asked what the purpose of this change is, doesn't transportation already know. Dr. Riker stated that transportation is aware of the class and size but may not be aware of any specific transportation requirements for special ed students, so this will just assure that all needs are accommodated when submitted by the requestor organizing the field trip. New language that trip cancellation/trip interruption insurance must be purchased when booking overnight field trips was added. Ms. Kulick asked would this be supported by documented paperwork and not just a rubber stamp prior to the trip being approved by the Board. Mr. Andrews asked is there going to be an AR to accompany this policy, so that staff know where to go to acquire this insurance and what company to go thru? Dr. Riker stated, first we have to let staff know they need to do this and it depends on who they are booking the trip through. This is not a field trip to the pumpkin patch. This is an overnight trip probably going through some

booking agent that can supply additional travel insurance. Mr. Andrews asked that this requirement and information be included on the request form. Dr. Riker stated a specific carrier can't be listed on the form but I'm sure the business office can support staff with how to acquire insurance. This is to protect the district and the Board from having to reimburse money because someone books a trip and didn't cover themselves with any type of cancellation insurance. Mr. Andrews reiterated that teachers need to know where to find it. Mr. Schlameuss added when booking an overnight trip, they are usually using some type of firm to help them book, plan the hotels and get the buses and/or air travel needed, so they assist with insurance as well. The Superintendent will know not to submit requests for Board approval unless insurance has been factored into the request.

- b. Policy 231 Social Events and Class Trips—Ms. Kulick noted that the same language with regard to trip cancellation/trip interruption insurance was added to this policy. The committee had no other concerns with the policy as written.
- c. Policy 314.1 Bloodborne Pathogens (REPEAL 414.1 & 514.1)—Ms. Kulick stated that this is condensing the three employee sections of policy into one that will now affect all employees. The committee had no concerns with the policy as written.
- d. Policy 319 Outside Activities (REPEAL (419 & 519)—Ms. Kulick stated this too will now apply to all employees. Mr. Schlameuss asked about item 2 under guidelines, “Do not use school property or school time to solicit or accept customers or funds for private enterprises, business, associations, clubs, and the like, including political, economic, religious, cultural or personal enterprises”. Does this mean that as an employee, if I had a girl scout troop and circulated a cookie list, this would be prohibited under this policy? Or if I am holding a raffle for my boy scout troop, or PTO. Dr. Riker stated that is not the intent. What we don't want is for that to be advertised, meaning we don't allow any bulk emails to say, hey I'm selling raffle tickets or girl scout cookies. But you are correct that if staff have them in the office and people see them, they offer to buy them, they can't solicit the staff or the students to do that by posting it. Ms. Kulick asked how should we state non-profits organizations benefitting students is permitted. Dr. Riker suggested that at the bottom of page one, number two, add at the end of the sentence, “not to include non-profit organizations or school-based organizations”. The committee agreed with this additional revision.
- e. Policy 320 Freedom of Speech in Nonschool Settings (REPEAL 420 & 520)—Ms. Kulick shared this policy also applies to all employees. There were no other concerns with the policy.
- f. Policy 321 Political Activities (REPEAL 421 & 521)—Ms. Kulick stated this too applies to all employees. The committee had no concerns.
- g. Policy 702 Gifts, Scholarships and Donations—Language was added, “In no case shall acceptance of a gift be considered an endorsement by the Board of a commercial product, business enterprise, or institution of learning unless otherwise approved by a majority vote of the Board. Dr. Riker added that he would like to make one additional change to state, “unless otherwise approved **within a contract** by a majority vote of the Board”. Because I don't think the Board wants to willy-nilly decide whether or not they are going to allow one endorsement versus another. The only time this would occur, the Board would actually be approving a contract including that language. I think the Board would want to do that as a whole on a contract that is already being approved.

Public Participation: None

VIII. 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 August and subsequent Board action in September: Policies 121, 231, 314.1, 319, 320, 321, and 702 and the REPEAL of 414.1, 514.1, 419, 519, 420, 520, 421 and 521. Motion was seconded by George Andrews and carried unanimously, 4-0.

IX. **ADJOURNMENT:** 4:56 p.m.

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

Next meeting: September 20, 2021 at 4:30 p.m. in the Carl T. Secor Administration Board Room & via Zoom.

Respectively submitted by,
Debra Wisotsky