

UPPER PERKIOMEN SCHOOL DISTRICT  
Education Center  
2229 E. Buck Road  
Pennsburg, PA 18073

**Policy Committee Meeting**

June 5, 2018 – 7:30 p.m.

**CHAIR:** Raeann Hofkin

Ex-Officio: Dr. Kerry Drake, President

**MEMBERS:**

Stephen Cunningham

Joan Smith

Superintendent – Dr. Alexis McGloin

Business Manager – Sandra Kassel

**AGENDA**

1. Approval of April 23, 2018 Meeting Minutes (Attachment A)
2. Discussion & Review
  - a. Policies & Administrative Regulations:
    - i. Policy No. 707AR – Use of School Facilities
    - ii. Policy No. 121 & AR– Field Trips
    - iii. Policy No. 810 – Transportation (Review)
    - iv. Policy No. 138 & AR – Limited English Proficiency Program
    - v. Policy No. 221 – Dress and Grooming
    - vi. Policy No. 711 & AR – Commercial Advertising (New)
    - vii. Policy No. 237 – Electronic Devices
    - viii. Policy No. 220 – Student Expression
    - ix. Policy No. 225 – Relations with Law Enforcement Agencies (now 805.1)
    - x. Policy No. 815/816 – Acceptable Use of Internet, Computers & Network Resources

*In order to assist in keeping an accurate record of the proceeding of this meeting, the meeting is being videotaped by the District.*

***Mission:*** Policies exist to serve the needs of the district and to serve the district's need to comply with various regulatory demands. Policies are designed to influence the activities that take place within the boundaries set by them. The policy committee performs a comprehensive review of policies and administrative regulations to ensure compliance with federal and state laws and regulations with input from stakeholders. In other words, the point of view held by the board of school directors is translated into steps that result in an outcome compatible with that view. ***Vision:*** Review any/all policies and administrative regulations; Create and/or review any policies recommended by the solicitor based on current events; Retire any policies in place that are no longer needed

**POLICY COMMITTEE MEETING**  
**Minutes**  
**April 23, 2018**

The Policy Committee Meeting was held on April 23, 2018 at 7:15 p.m. with the following Committee Members in attendance: Raeann Hofkin, Joan T. Smith, Stephen L. Cunningham, and Dr. Kerry A. Drake. Others in attendance were: Dr. Alexis McGloin, Dr. Andrea Farina, Ashley Kitten, Sandra M. Kassel, Will Pike, and Kaye Yurik.

Motion by Stephen L. Cunningham, seconded by Joan T. Smith, to approve the **March 26, 2018 Policy Committee Meeting minutes**. Motion carried; all voted aye.

Mrs. Smith would like to remove the sentence “policies shall be read by committee members”. The committee decided to remove the sentence and approve the mission and vision and goals.

Motion by Stephen L. Cunningham, seconded by Joan T. Smith to approve **the amended Mission, vision and goals**. Motion carried; all voted aye.

Policy 121, Field Trips and Policy 810, Transportation were moved to the June 5<sup>th</sup> meeting.

**PSBA UPDATE**

Dr. McGloin reported that we are providing our documents to PSBA so they can start the process. Dr. McGloin believes the 000’s will come quickly. Dr. Drake requested a timeline. Dr. McGloin will follow up with PSBA.

**Policy No. 220 – Student Expression**

Dr. McGloin indicated she would provide the additional changes that were suggested by Judy Maginnis to Ken Roos. Mr. Roos had merged the suggestions with policy 220. Dr. McGloin stated she would have Gisele McCabe contact PSBA to get PSBA’s updated policy 220 and have Mr. Roos incorporate the student walkouts/protest information with that policy.

**Policy No. 225 – Relations with Law Enforcement Agencies**

No change was recommended after a discussion. It was decided the policy would be marked as reviewed.

**Policy 011**

Stephen Cunningham suggested adding “no board members should serve on a political action committee”. Dr. McGloin stated she would check with Ken to see if this can be added.

**Policy 022 & 012 – Gifts**

Dr. McGloin explained that policy 012 was like our policy 011. We currently do not have a 012 or 022. There was a further discussion on possibly combining 422 and 522 with 702 since the board recently adopted that policy.

Discussion continued on Policy 011 and Dr. McGloin indicated she would speak to Ken Roos to get clarification on political action committee language.

**Policy 242 and 242.2 – Extra-Curricular Activities/Student Activity Fees**

The committee discussed that this policy did not currently exist and it was decided not to

add it this at this time.

June 5<sup>th</sup> will be reviewing the following polices:

121 & 121 AR – Field Trips

138 & 138 AR – Limited English Proficiency Program

221 – Dress & Grooming

810 – Transportation

815 – Acceptable/Responsible Use and an Advertising Policy.

Motion by Joan T. Smith, seconded by Raeann B. Hofkin to adjourn the meeting at 8:30 pm.  
Motion carried; all voted aye.

# POLICY COMMITTEE

## Purpose:

Policies exist to serve the needs of the district and to serve the district's need to comply with various regulatory demands. Policies are designed to influence the activities that take place within the boundaries set by them. The policy committee performs a comprehensive review of policies and administrative regulations to ensure compliance with federal and state laws and regulations with input from stakeholders. In other words, the point of view held by the board of school directors is translated into steps that result in an outcome compatible with that view.

- Policy committee Meetings will be limited to 2hrs, 7pm to 9pm on the Fourth Monday of the month except July, August and December.
  - Whatever is not completed will be added to the next meeting
- Policies will be provided to the committee a week prior to the meeting to allow time for review. Policies shall be read by committee members.

## Goals:

- Review any/all policies and ARs
- Create and/or review any policies recommended by the solicitor based on current events.
- Retire any policies in place that are no longer needed.