

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

Policy Committee Meeting

August 27, 2018 – 6:00 p.m.

CHAIR: Raeann Hofkin

Ex-Officio: Dr. Kerry Drake, President

MEMBERS:

Stephen Cunningham

VACANT

Superintendent – Dr. Alexis McGloin

Business Manager – Sandra Kassel

AGENDA

1. Approval of June 5, 2018 Meeting Minutes (Attachment A)
2. Review & Discussion:
 - a. Update on PSBA Policy Review
 - b. Policies & Administrative Regulations:
 - i. Policy No. 707 & AR – Use of School Facilities
 - ii. Policy No. 810 – Transportation
 - iii. Policy No. 220 – Student Expression
 - iv. Policy No. 920 AR – District Approved Distribution of Written or Electronically Transmitted Information
 - v. Policy No. 801 & AR – Public Access to School District Records
 - vi. Policy No. 004.1 – Student Representatives

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
June 5, 2018

The Policy Committee Meeting was held on June 5, 2018 at 7:05 p.m. with the following Committee Members in attendance: Raeann B. Hofkin, Chairman, Stephen L. Cunningham and Dr. Kerry A. Drake. Absent: Joan T. Smith. Others in attendance were: Dr. Andrea Farina, Ashley Kitten, Allison Stephens, Sandra M. Kassel, Mike Elliott, Kaye Yurik, Mary Cannon and Bryan Ruzenski.

Motion by Stephen Cunningham, seconded by Raeann Hofkin, to approve the **April 23, 2018 Policy Committee Meeting minutes**. Motion carried; all voted aye.

The district is still waiting for a timeline regarding the updating of our policies by PSBA and is in the process of providing PSBA with information.

Discussion:

a. Policy No. 011– Conflict of Interest - Acceptance of Gifts – Board Members

According to the solicitor there was no need to add the statement listed in the April 23rd minutes.

The superintendent would like to combine policies No. 422 and 522 with 702.

b. Policy No. 121 & AR – Field Trips

Dr. Farina explained that after the meeting with the administrative team the recommendation was to retire the current Policy 121 and revise the AR. Significant modifications were made. Principals were given flexibility, within the restrictions provided, with the trip approval process.

The field trip request form was modified to require that submission occur three weeks prior rather than two weeks.

After discussion and explanation by Dr. Farina, it was decided that Dr. Farina would add flexibility to the number of field trips allowed if needed.

Dr. Drake asked how many field trips occurred in the 2017-2018 school year. Dr. Farina said she had a spreadsheet and would provide him with the totals.

c. Policy No. 221 – Dress and Grooming

Dr. Farina reported that the recommendation is to retire the current policy and replace it with a proposed PSBA policy that had been modified. It was discussed there was no accompanying AR. Dress and grooming would be addressed in student handbooks.

d. Policy No. 711 & AR – Commercial Advertising

A discussion occurred on the policy and implementation. Mrs. Cannon raised a question regarding the use of the high school sign. After a lengthy discussion on the policy as written, the committee decided they would like to look at a way to include an opportunity for use of the sign by school organizations for a limited time.

e. Policy 237 – Electronic Devices

Bryan Ruzenski explained the changes. After committee discussion, it was decided the examples in the definition would be deleted. Under #4 – Delegation of Authority – paragraph #2 would also be deleted since there was no AR.

f. Policy No. 815 – Acceptable Use of Internet, Computers and Network Resources

Bryan Ruzenski explained that many of the changes were made to merge our current Policy No. 815 and 816. According to PSBA, only 815 was needed and included staff and students.

g. Policy No. 810 – Transportation

Mr. Elliott asked for this policy to be discussed regarding daycare providers. Mr. Elliott would like the district to look at the possibility of bus stops at legitimate official daycares not just the five large ones that currently exist. The onus for proof would be on the provider. Mr. Cunningham asked what the smallest number of students going to one of the largest daycares was.

The committee had a lengthy discussion on whether additional daycare stops should be provided.

What criteria should be used to determine whether a stop should be created was also discussed. Mr. Elliott said he would inform the committee who the provider was that asked about the stop. Dr. Farina stated she would look at the state ratings of possible daycares.

Dr. Drake raised a different issue. He questioned whether the district could transport students who walk in extremely cold weather.

Mr. Elliott raised the issue of the traffic difficulty regarding parent drop off and pick up at Hereford Elementary. Mrs. Kassel indicated that the district was discussing a resolution to alleviate some of this issue.

Mr. Elliott would also like the flexibility of allowing changes to daycare pickups in extreme cases, with parameters. This would mean a change to the policy. Mr. Cunningham cautioned the committee about opening it up since it would be difficult to define extreme. Mrs. Hofkin reported that this policy would be put on hold until August 27th.

h. Policy No. 138 & AR – English Language Development

Dr. Farina reported that the bulk of the changes were to comply with Federal regulations.

A complete replacement of the AR was recommended because the previous AR did not meet the new Federal requirements.

Dr. Farina described the professional training that was being provided to staff and explained how the EL program operates.

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

The recommendation was to replace the current policy with the policy recommended. Mrs. Hofkin suggested adding “every even year or sooner if needed or requested” under Authority. Under Definitions, overdoses would be added.

Mrs. Cannon raised some questions about the release of students during arts week as compared to events during the school day.

The next Policy Committee meeting will occur on June 25th at 6:00 p.m. The policies discussed will be 707AR, Policy No. 220 and No. 810.

There will also be a meeting on August 27th at 6:00 p.m.

Motion by Stephen Cunningham, seconded by Raeann B. Hofkin to adjourn the meeting at 9:02 p.m. Motion carried; all voted aye.