

# UPPER PERKIOMEN SCHOOL DISTRICT

Education Center  
2229 E. Buck Road  
Pennsburg, PA 18073

## Policy Committee Meeting

January 20, 2020

**CHAIR:** Raeann Hofkin

**MEMBERS:**

Stephen Cunningham

Peg Pennepacker

Assistant Superintendent – Dr. Andrea Farina

Business Manager – Sandra Kassel

Human Resources Director – Georgiann Fisher

## **AGENDA**

1. Approval of November 18, 2019 Meeting Minutes (Attachment A)
2. Review & Discussion:
  - a. 103.1 AR – Non-Discrimination: Qualified Student with Disabilities (**Intent to Repeal**)
  - b. 113. 2 AR Behavior Support (**Intent to Repeal**)
  - c. 114 AR Gifted Education (**Intent to Repeal**)
  - d. 125 AR Adult Education (**no changes**)
  - e. 126 AR Class Size
  - f. 130 AR Homework
  - g. 138 AR English Language Development Program (**No changes recommended updated 2018**)
  - h. 140 AR Charter School (**Intent to Repeal**)
  - i. 143 AR Standards for Persistently Dangerous Schools (**Intent to Repeal**)
  - j. 144 AR Standards for Violent Crimes (**Intent to Repeal**)
  - k. 701.1 AR Naming Rights
  - l. 801 & AR Public Access to School District Records

**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.

**Upper Perkiomen School District  
POLICY COMMITTEE MEETING  
Minutes  
November 18, 2019**

The Policy Committee met on Monday, November 18, 2019 at 8:00Pm with the following committee members in attendance: Raeann Hofkin, Chairperson (by phone), Stephen L. Cunningham, John L. Farris. Others in attendance: Dr. Andrea Farina, Sandy Kassel and Georgiann Fisher.

Motion by Stephen L. Cunningham, seconded by John Farris, to approve the October 21, 2019 Policy Committee Meeting Minutes. Motion carried; all voted aye.

**Review and Discussion:**

**A. Policy 701.1 – Naming Rights name changed to Naming of District Facilities**

A suggestion was made to remove the second guideline, currently listed in the policy and revise the first guideline to include, “which serves as a positive example”. Additionally, it was recommended that each one needs to be reviewed on a case by case basis and should include a review of the signage, the fundraising activities that have taken place to support the signage.

Discussion continued and it was suggested that an application form or “nomination form” be developed to include the eligibility criteria. Kyle suggested creating two policies, remove the references to contributions and the revised policies be sent to the board for review.

**B. Pre-Employment Drug Testing**

Kyle advised the committee on concerns about whether or not it is constitutional, as it can be viewed as a search and seizure. Georgie shared the costs associated for each new applicant, based on rates from our Occupational Health providers. Committee members questioned why Bethlehem Area School District has been performing pre-employment drug test. There were also examples given, such as mandatory drug testing for contracted bus drivers. Kyle went on to explain to the committee that the issue is that there is a PA Supreme Court case that proves that the state constitution affords greater privacy than the US constitution. The PA Supreme Court is best guidance for how a legal challenge for pre-employment drug testing will be applied. Is there an existing drug problem in the district? We would need to prove that the drug testing of the group that we are testing is likely a part of the drug “problem” and that testing that group would address the drug problem. There would be reason to be concerned if there were a legal challenge, with a current case that is not terribly different. It would be easy for a court to apply that case and those factors. Two community members, in attendance, shared their opinions in favor of drug testing. Kyle offered that if we as a district hire someone that has a drug problem, we should seek to address it if we become reasonably aware of it by offering the EAP or other resources, as we have done previously. Georgie offered to speak with the other HR Directors at the next MCIU HR meeting to see if any other districts are mandating pre-employment drug testing.

**C. Policy 124- Alternative Instruction**

Revisions were made to include alternative instruction to any time of year, not just summer, as currently indicated in the policy. Andrea offered that the term alternative courses applies to all types of credits and included computer programs. A remediation course that student needs for practice could even be considered alternative instruction. It was recommended that the new policy also be revised to include any fees imposed for alternative instruction. The committee agreed to move the policy to the board for review.

**D. Policy 125- Adult Education**

The Western Center is considering a new adult program. We will need this policy in place for a UPSD community member to take part in such a program. The cost associated is usually paid by the participant. The committee agreed to move the policy to the board for review.

**E. Policy 126- Class Size**

The current policy was revised in 2013 but needs additional revision, as the administration feels it is far too restrictive. The administrators use best-practice guidelines to assign classes. The new policy directs the administration as to what factors they should take into account when assigning classes. The administration is looking to remove the numbers and stressed the importance of taking each assignment on a case by case basis based on the needs of the students, the subject matter and other factors listed in the PSBA policy. The committee agreed to revisit this policy at their next committee meeting.

**F. Policy 127- Assessment System**

The revised policy still allows parents to opt out of the Keystone Exams, PSSA and all other standardized tests. We are still required to have students demonstrate mastery. Once PDE provides additional guidance, PSBA will likely revise this policy. The committee agreed to move the policy to the board for review.

**G. Policy 130- Homework**

Dr. Farris questioned whether a teacher will still be permitted to assign homework to a particular student, if they feel they need additional practice to strengthen their skills. It was recommended that the last statement, "homework shall not be assigned as a form of punishment" be removed from the policy, however is by no means an indication that UPSD supports homework as a form of punishment. The committee agreed to move the policy to the board for review.

**H. Policy 137 – Home Education Program**

The committee is keeping the current district policy as is and will mark it as reviewed

**I. Policy 137.1 Extracurricular Participation by Home Education Students**

Policy ensure that students who are homeschooled are able to participate with sports and the Western Center. The committee agreed to move the policy to the board for review.

**J. Policy 138 English Language Development**

Although it was revised in 2016, it needed additional revisions to page two. 17 students currently in the district require these supports and are taught by two teachers. We are part of a consortium, offered by the MCIU that provides us support in languages such as Swahili, Spanish and Chinese. UPSD is also responsible to coordinate such supports for Red Hill Christian and Perkiomen School if the student reside in our district but attends there. The committee agreed to move the policy to the board for review.

**K. Policy 140- Charter Schools**

The policy had not been updated since 2000. Dr. Farris had a question about the last paragraph. Kyle will check the language. The committee agreed to move the policy to the board for review.

**L. Policy 140.1- Extracurricular Participation by Charter/Cyber Schools (this is a new policy)**

In the past a community member was not permitted to participate in UPSD performing arts, because the Charter School they attended offered those opportunities to the student. The committee agreed to move the policy to the board for review.

**M. Policy 142- Migrant Child**

We have an obligation to provide a level of advocacy, support and Title 1 services as indicated. The committee agreed to move the policy to the board for review.

**N. Policy 143- Standards for Persistently Dangerous Schools**

Andrea is responsible to report in Safe Schools what disciplinary infractions have been issued and track in PIMS, which is reported to the state. Things such as bullying, assault and other incidents are investigated and reported via PIMS to the state. The committee agreed to move the policy to the board for review.

**O. Policy 144- Standards for Victims of Violent Crimes**

The purpose is to determine what the role of the LEA is if there is not another school for the student to attend. Kyle remarked that the primary obligation is to make the school as safe as possible. Harassment laws under Title 9 required that the district take steps to protect the student from harassment.

**P. Policy 146- Student Services**

The district currently relies on one employee to be the conduit between the student's home and the school. This is a critical person, as they are responsible to conduct home checks on students for a variety of reasons. The position is aimed to support students in their homes. The committee agreed to move the policy to the board for review.

**Q. Policy 150 - Title -1 Comparability of Services**

This is a new policy that requires the district to review the services offered to students to ensure that they are fair and equitable. The committee agreed to move the policy to the board for approval.

At 9:25PM Stephen L. Cunningham motioned to adjourn the meeting, seconded by John L. Farris. Motion carried; all voted aye.