

UPPER PERKIOMEN SCHOOL DISTRICT

Education Center
2229 E. Buck Road
Pennsburg, PA 18073

Policy Committee Meeting

August 15, 2022 @ Education Center
7:00-8:00

CHAIR: Peg Pennepacker

Ex-Officio: Judy Maginnis, President

MEMBERS:

Keith McCarrick
Emily McCormick
Assistant Superintendent – Dr. Andrea Farina
Business Manager – Dan Direso
Human Resources Director – Georgiann Fisher

AGENDA

1. Approval of May 16, 2022 Committee Minutes ([Attachment A](#))
2. Review & Discussion:

Policy Number	Current	Proposed	Discussion/Next Steps
309, 409, 509, CBA, ACP	Assignment and Transfer 309 AR Proposed	Assignment and Transfer Proposed 309 AR	The committee requested to see the AR prior to the first read.
319	Outside Activities	Outside Activities	Minor language edits throughout policy. Deleted specific guidelines for each employee classification listed in policies as a recommendation
320	Freedom of Speech Non School Setting	Freedom of Speech Non School Setting	Added recommended language on employees refraining from making threats against co-workers, supervisors, or district officials. Deleted language on employees stating that expression represents personal views and not directing expression toward certain individuals -- these statements are vague and not recommended. Deleted language on violations resulting in potential disciplinary action -- policy violations are covered more generally in policy 317; language unnecessary here.
321	Political Activities	Political Activities	Revised policy as a recommendation for clarity and to include exemptions to the provisions of the policy.
322	Gifts	Gifts	Added language regarding determination of value by immediate supervisor.
323	Tobacco	Tobacco/Nicotine	Updated title and definition to tobacco instead of tobacco use, in order to also include possession or sale of tobacco

			<p>products, as well as to expand the definition as a recommendation.</p> <p>Added recommended provision for the use of a nicotine patch, gum or lozenge as a smoking cessation product by any employee who has a written order by a physician.</p> <p>Revised language on Office for Safe Schools reporting, to better reflect School Code.</p> <p>Added recommended language on incidents involving the sale of tobacco to minors by employees on school property, etc. being reported to school police, SRO, or local police department, in accordance with state law and regulations.</p> <p>Removed definition of electronic cigarette and replaced with newly revised definition of nicotine delivery product, based on best practice recommendations.</p>
324	Personnel Files	Personnel Files	<p>Added recommended language on a central file being maintained and supplemental files being only for ease in data gathering.</p> <p>Added PSBA recommended general language on the type of documentation to be entered into a personnel file, as well as language on the Board being able to review such files, but only as required in the performance of its functions.</p> <p>Added recommended language on medical records being maintained separately, in accordance with law.</p> <p>Added PSBA recommended language on periodically reviewing personnel files.</p> <p>Updated/Added language on the release of information to parents regarding the qualifications of teachers and paraprofessionals in Title I schools in compliance with law.</p>
325	Dress and Grooming	Dress and Grooming	<p>Added PSBA recommended language regarding hair style.</p> <p>Revised language regarding request for exception to specify immediate supervisor -- policies were inconsistent and this is the most logical option.</p>

Next Meeting: September 19, 2022

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.