

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

Policy Committee Meeting

September 26, 2022

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

Approval of August 15, 2022 meeting minutes.

Policy 006.1: Remote Participation in Board Meeting. Proposed change from current policy is to remove Executive Session Remote Participation. Policy will move to October Board Meeting for first read.

Policy 218.3: new policy, proposed title Discipline of Student Convicted/Adjudicated of Sexual Assault. The purpose reads that the Board recognizes the importance of a safe school environment for students who are victims of sexual assault. This policy addresses disciplinary requirements for a student convicted or adjudicated delinquent of sexual assault upon another district student. The Board shall comply with the disciplinary requirements established by state law regarding students who have been convicted or adjudicated delinquent of sexual assault upon another student enrolled in this district, regardless of whether the sexual assault took place inside or outside of the school setting. A student who is convicted of sexual assault upon another student enrolled in this district shall be required to notify the Superintendent or designee of the conviction no later than seventy-two hours after the conviction. Upon report, one of the following actions shall be taken by the Superintendent or designee: Recommend that the Board expel the student, in accordance with law and Board policy, transfer the student to an alternative program, or reassign the student to another school or educational program within the district. If the convicted or adjudicated student has already been expelled, transferred or reassigned, or if the victim does not attend the same school, no additional action regarding expulsion, transfer or reassignment is required. The district maintains the authority to make an alternative assignment or provide alternative educational services during or after an expulsion at the discretion of the Superintendent or designee. The Title IX Coordinator shall be notified to determine whether the incident has been addressed in accordance with Board policy. In the case of a student with a disability, including for whom an evaluation is pending, prior to implementing any disciplinary removal or change of placement, the IEP team shall take all required steps to comply with state and federal laws and regulations and Board policies. The convicted or adjudicated student is prohibited from being educated in the same building as the victim, being transported on the same vehicle as the victim, or participating in the same school-sponsored activity. The district may return the student who is expelled, transferred or reassigned, to the original assigned school if the victim is no longer enrolled in the district or the conviction or adjudication has been reversed and is not pending appeal. When the district receives a student who transfers from a public or private school during or after an expulsion period for an act or offense involving a sexual assault conviction or adjudication, the district may assign that student to an alternative assignment or may provide alternative education services. This policy will move to the October Board meeting for a first read.

Policy 418, 518, ACP, CBA: Attendance and Tardiness. Proposed policy states the Superintendent or designee may establish processes for staff to report absences, which shall be consistent with Board policy and any applicable individual contract, collective bargaining agreement or Board resolution. It shall be the responsibility of the Superintendent or designee to assess: penalties when a district employee fails to meet attendance requirements and whether tardiness is excusable shall be determined by the immediate supervisor. The Superintendent is authorized to direct district employees who are repeatedly tardy not to report at all on those days when they do not report on time, and to suffer appropriate wage penalties. The committee requested to see the AR prior to the first read.

Policy 326: Complaint Process. The proposed policy removed definitions and specific complaint process. The language is more procedural and is more appropriate in administrative regulations or the applicable CBAs.

Policy 330: Overtime. Recommended language was added on time worked on a Saturday or Sunday being compensated premium by 1.5 times regular pay. Review and revise in accordance with language in the Agreement for Food Service Staff. PSBA recommended language was added regarding conflicts between policy and CBA/contract being reported to the Board. Language on overtime accrual based on work only within job classification was deleted (vague and may not comply with current law). Review with solicitor if language is to remain.

Policy 331: Job Related Expenses. Language added on the Superintendent developing administrative regulations. Updated individual who determines validity of job-related expenses to the Business Administrator for consistency with Policy 626.1. Added PSBA recommended language regarding liability insurance being required when an employee uses their personal vehicle and on attendance at events outside the district being without loss of regular pay, unless otherwise stipulated.

AR 331: Job Related Expenses. Newly proposed regarding travel and other expenses incurred. Procedures listed for reimbursement include: requests must be budgeted, forms must be submitted to building principal or immediate supervisor 3 week prior, if request approved, it is submitted to the Business Manager to ensure expenses covered in budget, Superintendent has final approval, request is returned to employee with approval or denial noted, employee submits all receipts and forms upon return. Guidelines for intradistrict travel, attendance at meetings/conventions/conferences, and unallowable expenses were listed. Information regarding procurement cards was provided.

Next meeting is October 17, 2022.