



## Policy Standing Committee Meeting

September 11, 2017, 5:00PM, District Office Board Room

### Summary Minutes

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#### 1. Call to Order

**Minutes:** The meeting was called to order at 5:00 p.m. by Brian Shiflett, Committee Chair.

#### 2. Roll Call

**Members Present:** John Able, Brian Shiflett and Kathy Sicher and Terry Singer (Board Members); Beth Olmsted and Lewis "Kip" Shaw (Citizen Advisors)

**Members of Staff/Public Present:** Jason Reifsnyder, Mike Frentz and Mark Anderson (Representing the Administration); Maria Memmi

**Members Absent:** Serdar Ural (Citizen Advisor)

#### 3. Approval of Summary Minutes

**Minutes:** On a motion made by Kathy Sicher, seconded by Terry Sicher, the April 24, 2017, Policy Standing Committee summary meeting minutes were approved.

#### 4. Unfinished Business

##### a. Policy 217 Graduation Requirements

Follow up on school board discussion concerning Policy 217 - Graduation Requirements, "Board Member Participation on Commencement."

**Minutes:** The committee discussed the practice of allowing current and former board members to present diplomas to their children during commencement. Mrs. Sicher did not feel comfortable changing the policy, and that any issues could be addressed through improved instructions or procedures for participating in the ceremony. Mr. Singer expressed his opinion not to change the policy for current members, but to consider something different going forward. Mr. Able said he thinks the policy should be grandfathered for the current board, but suggested we look at a policy going forward that calls for all students to receive their diploma from the Superintendent.

Maria Memmi made public comment offering her opinion that the policy should allow only current board members to participate, not former board members. She further expressed her opinion that if the board agrees to continue to allow former board members to participate, board members who resigned their position should be excluded.

Mr. Shaw, Mrs. Olmsted and Mr. Shiflett offered comments consistent with Mr. Able's opinion. Mr. Shiflett suggested implementing changes effective the 2019-2020 school year.

The committee agreed to follow-up on this policy at its November meeting. The Administration is asked to look into neighboring school districts' policies on allowing board member participation during commencement and provide a summary for the November meeting.

## 5. Revised/Reviewed Policies

### a. Policy 707 Use of School Facilities

#### Minutes

Mr. Reifsnyder explained that the genesis of the proposed revisions came from a board request to revisit the policy in the context of synthetic turf field usage, based upon recent rec league tournament experiences. The topic was discussed at the June 2017 Athletics and Activities Standing Committee meeting. Members of the administration met and made proposed revisions making the policy easier to implement as well as revisions to the fee structure. It simplifies the categorization of groups requesting facilities into school-related and nonschool-related organizations/activities. Added auditorium manager.

The committee discussed the policy revisions and fee schedule at length. The committee agreed it was not ready to make a recommendation. It was agreed that the administration would collect cost data for use of public school and private facilities and make the data available for the November meeting.

## 6. New Policies

### a. Policy 623.1 TIF

Questions from the business manager:

- Who is responsible for vetting the proposed company?
- How long does the board need to review the proposal before making a decision?
- Will district even entertain a proposal if the Township has not already approved their commitment to a TIF.
- Should the proposal for a TIF need to meet certain criteria? (example certain number of jobs need to be created, would assessed value needed to be increased by X, proposal can't contain any new housing development, does proposal need to be a firm commitment to a project or just a concept of a project)
- Legislative risk will probably always be an issue do we address this in some way in the policy.

**Minutes:** The language in the proposed policy came from the Policy 623 - LERTA. PSBA does not have a model policy. Mr. Reifsnyder recommended that we provide a framework of guidelines that the solicitor can use to write a proposed policy. The committee started working through the list of open questions, and a summary follows.

1) Who is responsible for vetting the proposed company? Require the project developer to submit to the District business manager:

- Five years of financial statements
- Description of completed or in progress projects in Derry Township or nearby
- References from recent projects
- Any further information deemed necessary for the proposed project

The business manager will provide the board with an assessment of the developer's qualifications based upon the submitted information.

2) How long does the board need to review the proposal before making a decision?

- The board will not make a decision to proceed earlier than 60 days following the receipt of a TIF Project Plan
- The board may provide feedback, but not make a formal decision, based on a developer presentation or any other information that doesn't constitute an official TIF Project Plan

3) Consider a minimum set of criteria that the proposal must meet

- Example: No residential projects
- Example: Specify financial instruments that District will consider

The committee will address this proposed policy again at its November meeting.

## 7. Public Comment

**Minutes:** See Mrs. Memmi's public comment under Item 4a. Policy 217 Graduation Requirements.

## 8. Adjournment

**Minutes:** The next Policy Standing Committee is scheduled Monday, November 13, 2017, 5:00 p.m. in the District Office Board Room. The meeting was adjourned at 6:14 p.m.