

# Derry Township School District

## Policy Standing Committee Meeting

### February 12, 2018

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#### 1. Call to Order

##### Minutes

The meeting was called to order at 5:01 pm by Tricia Steiner, Committee Chair.

#### 2. Roll Call

##### Minutes

Welcome and Introductions was included in the Roll Call.

Members Present: Kip Shaw, Jennifer Mysel, Kathy Sicher, Tricia Steiner (Board Members); Beth Olmsted, Robert Weil, Sudhir Kumar (Citizens Advisors)

Members of Staff/Public Present: Jason Reifsnnyder (Representing the Administration); Kim Smith, esq (District Solicitor)

Members Absent: Serdar Ural (Citizen Advisor)

#### 3. Approval of Summary Minutes

January 22, 2018 Policy Standing Committee summary meeting minutes

##### Minutes

With no discussion, a motion was made by Dr. Shaw, seconded by Mrs. Sicher, and the January 22, 2018 Policy Standing Committee summary minutes were approved.

#### 4. Welcome and Introductions

##### Minutes

Welcome and introductions were done during Roll Call.

#### 5. Unfinished Business

##### a. Policy 103 Nondiscrimination in School and Classroom Practices

##### Minutes

Dr. Shaw asked about combining Policy 103 Nondiscrimination in School and Classroom Practices with Policy 248 Discriminatory Harassment (Students) as well as Policy 104 Nondiscrimination in Employment/Contract Practices with Policy 348 Discriminatory Harassment (Employees). Mr. Reifsnnyder explained that PSBA previously recommended to eliminate Policies 248 and 348 because the majority of the content is now contained in Policies 103 and 104, respectively. However, our district solicitor recommended that we keep Policies 248 and 348 as separate policies in an effort to make those policies more accessible and easy to find in the event someone experiences harassment.

The wording of the Sexual Harassment attachment was discussed and appropriate revisions were suggested. Fulfilling the role of the Compliance Officer in the event the Compliance Officer is the subject of the complaint was also discussed. Mr. Reifsnnyder suggested wording revisions to include a third party, such as the District Solicitor.

The definition of protected classes to include gender identity or expression was also discussed. Mr. Reifsnnyder explained that our district solicitor advised not to include that language and that the administration also does not recommend including gender identity or expression in the nondiscrimination language.

Mrs. Sicher and Mrs. Steiner explained reasons why they supported including gender identity or expression in the nondiscrimination language, while Mrs. Mysel, Dr. Shaw and Dr. Weil expressed their agreement with the solicitor and the administration to not include the language. (On a follow-up telephone call by Mrs. Steiner to the Citizen Advisors present at the meeting that did not voice their opinions, Ms. Olmsted and Mr. Kumar both expressed support for including gender identity or expression in the nondiscrimination language.)

Moving the discussion of the nondiscrimination language to the full Board was discussed. A motion was made by Mrs. Sicher to send the nondiscrimination language of protected classes written in all policies that include this clause to the full Board for discussion and possible action. Mrs. Mysel seconded the motion and a unanimous vote in favor of the motion ensued.

Moving Policy 103 with discussed and suggested revisions, in isolation of the nondiscrimination language, was also determined. On a motion by Mrs. Mysel, seconded by Mrs. Sicher, the revised Policy 103 with suggested revisions, minus the nondiscrimination language, was unanimously recommended to the full Board for 30-day review approval.

#### **b. Policy 104 Nondiscrimination in Employment/Contract Practices**

##### **Minutes**

Mr. Reifsnnyder explained that the same changes made to Policy 103 were also made to Policy 104 and all revisions just discussed for Policy 103 would also be made to Policy 104 regarding the Compliance Officer and Sexual Harassment attachment.

The nondiscrimination language to include gender identity or expression will be determined by the full Board. Moving Policy 104 with discussed and suggested revisions, in isolation of the nondiscrimination language, was also determined. On a motion by Mrs. Mysel, seconded by Mrs. Sicher, the revised Policy 104 with suggested revisions, minus the nondiscrimination language, was unanimously recommended to the full Board for 30-day review approval.

#### **c. Policy 819.1 Suicide Awareness, Prevention and Response**

##### **Suicide Prevention, Intervention and Response**

##### Policy 819. Suicide Prevention, Intervention and Response

This policy was originally drafted in 2015 to comply with the requirements of Act 71 ([24 P.S. § 15-1526](#)); the revised policy reflects current research and recommended practices. For example, the term "mental" health has been changed to "behavioral" health throughout the policy.

The revised policy includes additional options and clarifications for schools to consider, including:

- Strategies for presenting lessons on student suicide awareness and prevention education.
- Expanded professional development opportunities.
- Broad definitions for suicide risk factors and warning signs.
- More clearly articulated referral procedures for students exhibiting warning signs vs. referral in the absence of a warning sign.
- Collaboration with the student in the development/revision of a safety plan.
- Coordination with the student's treating facility.
- Links to Suicide Resources in the policy.

##### **Minutes**

Mr. Reifsnnyder highlighted the changes that are included in the revised policy compared to the current policy. On a motion by Dr. Shaw, seconded by Mrs. Sicher, the revised Policy 819.1 was unanimously recommended to the full Board for 30-day review approval.

**d. Policy 150 Title I - Comparability of Services**

**Minutes**

Mr. Reifsnnyder introduced the new policy as required by federal law. On a motion by Mrs. Sicher, seconded by Mrs. Mysel, Policy 150 was unanimously recommended to the full Board for 30-day review approval.

**6. Revised/Reviewed Policies**

**a. Policy 006 Meetings**

**Minutes**

Mr. Reifsnnyder explained the revisions to Policy 006 were supposed to be included previously but were somehow missed.

Equitable communication procedures on how to fill an open seat on a Standing Committee were discussed. Suggested language included: "Once an opening has been identified, the Chair or the President will send out an announcement and the first Board Member to respond takes the seat." Conducting such business via email was approved by Kim Smith, our district solicitor. Adding additional language in the event of a last minute absence and when a Board member is present at a meeting to have the Chair or President invite a Board member to fill the seat was also suggested. Additionally, a few typos were pointed out.

On a motion by Mrs. Sicher, seconded by Mrs. Mysel, the revised Policy 006 with suggested discussed revisions was unanimously recommended to the full Board for 30-day review approval.

**b. Policy 248 Discriminatory Harassment**

**Minutes**

It was discussed that Policy 248 will need the same revisions as discussed with Policy 103 and Policy 104 regarding the wording of the Sexual Harassment attachment and fulfilling the role of the Compliance Officer in the event the Compliance Officer is the subject of the complaint. Maintaining Policy 103 separate from Policy 248 as well as Policy 104 separate from 348 was also discussed. It was determined that it would be best to keep the policies separate as advised by our district solicitor as long as we cross-reference related policies to maintain consistency in the future.

The nondiscrimination language to include gender identity or expression will be determined by the full Board.

On a motion by Dr. Shaw, seconded by Mrs. Sicher, Policy 248 with discussed revisions, in isolation of the nondiscrimination language, was unanimously recommended to the full Board for 30-day review approval.

**c. Policy 302 Employment of Superintendent/Assistant Superintendent**

**Minutes**

Mr. Reifsnnyder explained that revisions to Policy 302 are requested per School Code regarding terms of notice and length of contract. On a motion made by Mrs. Sicher, seconded by Mrs. Mysel, the revised policy was unanimously recommended to the full Board for 30-day review.

**d. Policy 311 Reduction of Staff**

**Minutes**

Mr. Reifsnnyder explained that revisions to Policy 311 are requested per School Code regarding furloughs. On a motion made by Mrs. Sicher, seconded by Mrs. Mysel, the revised policy was unanimously recommended to the full Board for 30-day review.

**e. Policy 348 Discriminatory Harassment**

**Minutes**

It was discussed that Policy 348 will need the same revisions as discussed with Policy 103 and Policy 104 regarding the wording of the Sexual Harassment attachment and fulfilling the role of the Compliance Officer in the event the Compliance Officer is the subject of the complaint. Maintaining Policy 103 separate from Policy

248 as well as Policy 104 separate from 348 was also discussed. It was determined that it would be best to keep the policies separate as advised by our district solicitor as long as we maintain consistency in the future. The nondiscrimination language to include gender identity or expression will be determined by the full Board. On a motion by Mrs. Sicher, seconded by Mrs. Mysel, Policy 348 with discussed revisions, in isolation of the nondiscrimination language, was unanimously recommended to the full Board for 30-day review approval.

**f. Policy 610 Purchases Subject to Bid**

**Minutes**

Mr. Reifsnnyder explained that Policy 610 and Policy 611 are affected every few years when the threshold for the dollar amounts change. In an effort to avoid outdated policies and having to update the dollar amount every time there is a change, the Administration recommends removing the specific dollar amounts listed in the policy to "as recommended by the state". On a motion by Dr. Shaw, seconded by Mrs. Mysel, the revised policy with Administration recommendations was unanimously recommended to the full Board for 30-day review approval.

**g. Policy 611 Purchases Budgeted**

**Minutes**

Revisions made to Policy 611 are similar to those discussed with Policy 610. On a motion made by Mrs. Mysel, seconded by Mrs. Sicher, the revised policy with Administration recommendations was unanimously recommended to the full Board for 30-day review approval.

**h. Policy 808 Food Services**

**Minutes**

Mr. Reifsnnyder explained that revisions to Policy 808 are required per School Code regarding "lunch shaming". Mr. Hummel reviewed the policy revisions and was in agreement with the changes. The nondiscrimination language to include gender identity or expression will be determined by the full Board. On a motion by Mrs. Sicher, seconded by Mrs. Mysel, the revised policy, in isolation of the nondiscrimination language, was unanimously recommended to the full Board for 30-day review.

**7. Policies Impacted by Policies 103 and 104**

**Minutes**

All Policies impacted by the nondiscrimination language listed in Policy 103 and 104 will be determined by the full Board.

Mr. Reifsnnyder explained that Policy 913.1 and possibly Policy 202 may not apply in the same way as the other policies that include the full nondiscrimination clause. It was determined that these policies will be tabled until the full Board decides on the extent of the nondiscrimination language.

**a. Policy 140 Charter Schools**

**b. Policy 202 Eligibility of Nonresident Students**

**c. Policy 218 Student Discipline**

**d. Policy 248 Discriminatory Harassment**

Reviewed/Revised under Section 5 of the Agenda

**e. Policy 348 Discriminatory Harassment**

Reviewed/Revised under Section 5 of the Agenda

**f. Policy 808 Food Services**

Reviewed/Revised under Section 5 of the Agenda

**g. Policy 808.1 Free/Reduced-Price Meals and Free Milk**

**h. Policy 913.1 Commercial Partnerships and Sponsorships**

## **8. Policies for Future Discussion**

**a. Policy 217 Graduation Requirements**

### **Minutes**

The meeting ended prior to addressing Policy 217. This Policy will appear on the next meeting agenda.

**b. Policy 707 Use of School Facilities**

### **Minutes**

In order to move this policy forward, Mr. Reifsnnyder requested guidance on the following items:

1. Do we want the fields to be used by the community? Yes, the Committee expressed agreement that the fields should be used by the community.
  2. What type of group-based free structure do we want? The Committee expressed agreement on defining more specific groups such as school affiliated, non-profit organizations, and everyone else.
  3. Do we want the Board to continue to approve the Facility Request Forms or let the Administration manage? The Committee expressed agreement for the Board to continue to approve the usage requests.
- Mr. Reifsnnyder will use these directives to revise the policy and bring it back to the next Policy Committee meeting.

**c. Policy 623.1 TIF**

### **Minutes**

Mrs. Sicher proposed moving Policy 623.1 to the TIF Delegate Committee to work on the draft of the policy and bring back to the Policy Committee for review. On a motion by Dr. Shaw, seconded by Mrs. Mysel, Policy 623.1 was unanimously moved to be worked on by the TIF Delegate Committee before bringing back for review at the Policy Committee.

**d. Gender Identity and Expression**

### **Minutes**

The meeting time ended prior to addressing this new proposed policy.

## **9. Public Comment**

### **Minutes**

There were no citizens present for public comment.

## **10. Adjournment**

### **Minutes**

The meeting was adjourned at 6:03 pm.

The next Policy Standing Committee meeting will be held April 23, 2018 at 5:00 pm in the District Office Board Room.

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