

South Orange Maplewood School District
Policy Committee of the Board 2021
August 4, 2021 - 5:30 pm
Agenda--MINUTES
Attendees: ES, SB, ME, MA, and GP

Superintendent: Dr. Ronald Taylor

Committee Chair: Susan Bergin

Members: Elissa Malespina, Erin Siders, Student Representative

Administrative Liaison: Dr. Gretel Perez, Assistant Superintendent for Access and Equity

During the policy meeting, the following items were discussed.

1. Board Policy Reviews and SLT (and Administration) Input

a. Policies for **Second Reading (review any comments received)**

- i. 2414 - Programs and Services for Students in High Poverty and High Need School Districts - repeal per Ms. Butler
 - ii. 2415 - Title 1 services - No Child Left Behind Programs/ Every Child Succeeds - SEPAC comments
 - iii. 5350 - Student Suicide Prevention - Comments from Annemarie & SEPAC
 - iv. 9322 - Drug Free School Zones - repeal per Strauss Esmay
- If C&I gets to the policies on Tuesday, then these would not need to come back to Policy. There are comments/questions on Suicide and NCLB Policies. ES will follow up with Dr. Friedman tomorrow. Repealing Drug Free School Zone and awaiting revisions/comments to the Suicide Policy.
 - Ann Marie requested if resources could be provided on the website. ES stated she sent that to C&I, along with student surveys.
 - Finance may not review policies until the new BA starts.
 - Moore prefers to have documents in PDF to see comments to keep track.

b. Policies in Process of Being Prepared for **First Reading**

i. 5111 Residency: change # wks pre-sale and clarify how records of checks used.

- It was decided to use a timeframe that was in line with other ones (e.g., BC = 30 days and residency docs = 21 days) to facilitate follow up by the individual/department handling a registrant with a contract for sale. The committee decided that 4 weeks/30 days would be used.
- Spreadsheet can be updated to include information recently requested by Ann Marie. If the request is to have this information shared with the enrollment report, GP explained that would need to be based on the previous year's numbers. This past school year, Registration provided monthly updates starting in March.
- GP noted that for any RC the Residency Officer receives, race/ethnicity are not included. Regarding how RC updates can be provided, it was proposed having these included in the board packet.

ii. 5751 Sexual Harassment:

- The committee asked for information regarding roles, training for all staff and members of the taskforce. GP explained that training is extensive for members of the taskforce (investigators, decision-makers, etc.) and once these members have been identified, training can begin for them. The training for all staff (aka "Responsible Employee" training) is in part done by uploading it to the district's

classroom management system. As soon as GP has an opportunity, she will look into this further. Regarding Title IX Coordinator Training, GP will continue it once she completes a HIB report.

- When asked about the CHS Taskforce, GP explained that part of what the CHS taskforce is doing falls under Title IX. GP recommended that Easton serve as the Deputy Title IX Coordinator due to her proactiveness with the work and since it appears she is already providing supportive measures to students. As for having teachers serve in certain roles, this needs to be discussed further with Dr. Taylor to determine a stipend for any SOMEA members. GP stressed that we should pull from the CHS Taskforce because it is important to have individuals who are passionate about ensuring the District addresses matters appropriately.
- EM recommended that stipends/job description for this be discussed at Personnel. MA explained that Easton can be compensated for looking at the policy in preparation for the August 18 taskforce.
- GP recommended that parts of 5751 (appeals, timeframes, definitions, etc.) be shared with certain members of the CHS Taskforce (e.g., Frank Sanches, Jenni Easton, etc.). GP and MA explained that certain parts be shared because sharing the full policy may be overwhelming. Important to have some understanding of the contents. GP will leave highlighted areas so the team can see in what areas the District has discretion.
- Regarding when first read should occur, SB explained that this needed to happen sooner than later. GP stated that ICS recommends districts having a policy in place in September. As soon as GP can, she will make recommendations for who should be on the Title IX Taskforce. SB explained that the policy not pass until the committee sees the work of CHS's taskforce. MA explained that the CHS Taskforce will see the policy once it goes up for first read in August. She recommended that they be notified that while it is going up for first read, the policy will be explained at the August 18 meeting where there will be time to obtain feedback from them regarding the policy. It was also suggested that the community be informed that the committee is working with the taskforce to ensure full understanding and collaboration.
- GP noted that she removed "administrators" from the policy and inputted "staff" instead so the District was not pigeon holed into only having administrators serving on the Title IX Taskforce. She also explained that she opted for 120d window and not 90d to complete an investigation. Being that this is the first year doing this, it was best to have additional time embedded to allow the taskforce time to review the investigation, findings, etc. before finalizing the case.
- SB spoke to the importance of education and prevention that is not addressed in the policy. Is this something the taskforce can do? What is in the curriculum to support this? While MA proposed that the Title IX Coordinator can provide this training, GP explained that that is a separate area. If guidance counselors and social workers need training regarding how to speak to elementary students about inappropriate behavior, the District would need ICS or a different vendor to provide this training as it falls outside of Title IX. MA stressed the importance of having this training in place to ensure practices are consistent. MA also explained that nurses currently teach health and this should not continue considering their role with COVID. However, the District needs to review what is in the job description of the PE teachers.

EC 0143.2- Student Representatives to the Board of Education: ES discussed removing the requirement of a student obtaining the signature of a board member. This can be viewed as a

barrier. SB shared with EC that Strauss Esmay does not have the requirement to have a board sign but noted the GPA requirement, which appears to have been replaced with obtaining a board member's signature. SB explained removing signatures or the number of signatures (?)--this was already sent to the EC.

- c. **Strauss Esmay Policy Alert Review** Alert 223 (in Drive): SB expressed concerns with reviewing alerts, which are lengthy. SB suggests sending alerts to the committee chair to see which number(s) correspond with their committee. ES stated that having a grid identifying which policies belong to which committees will help. EC can get the bylaws and any policies that do not appear to fall under a committee can be reviewed by Policy.

2. New Business

- New meeting date & time: Perhaps switch meeting week with C&I. Best to discuss with other Board members to determine all board meeting times.
- Process for sharing documents and non-conflicted drive: SB suggested one drive for all documents that can be seen. ME suggested just notifying her on which policies she cannot provide commentary.

3. Old Business

- From Elissa - I asked about this at one of our meeting but want to follow up again on the idea of us somewhere either in a spreadsheet or on the agenda etc. get a list of the people who worked on writing/reviewing the policies.
- How to track changes from Strauss Esmay: Suggested for SB and ME to develop a spreadsheet to identify which committee and staff members reviewed each policy.