

**South Orange Maplewood School District
Policy Committee of the Board 2020
November 11, 2020 - 6:30 pm
MINUTES**

Superintendent: Dr. Ronald Taylor

Committee Chair: Erin Siders

Members: Annmarie Maini-Elizabeth Baker Kamal Zubieta-Lily Forman Shannon Cuttle

Administrative Liaison: Dr. Melody Alegria, Assistant Superintendent for Special Services

1. Strauss Esmay- Board Docs Presentation
2. Board Policy Review by SLT and committee members

**Discussion: Policies: November 16, 2020 BOE Meeting First Reading/Approval
Policies for First Reading**

Bylaws for First Reading

- 0165-Voting
 - *No changes*
- 0166- Closed Session
 - *No changes*
- 0172- Duties of Treasurer of School Monies
 - *No changes*
- 0174- Legal Services
 - *Revise the following paragraph to reflect current SLT job titles and add the Board President:*
 - *The Board of Education designates the Superintendent of Schools, School Business Administrator/Board Secretary, Assistant Superintendent for Human Resources, Director of Special Services, Board President, and In-House Counsel as “designated contact person(s)” to request services or advice from contracted legal counsel.*
 - *Add language that “In effort to be prudent and efficient with public money, Board members’ legal questions shall be directed to the Board President”*
- 0175- Contracts with Independent Consultants
 - ***Discuss Annemarie’s comments with Paul Roth:*** *Our current policy asks for 3 bids, but I think that might be too stringent and might back us into using the cheapest resource (and spending time on the whole rfp process.) I would prefer language that says we will abide by the procurement rules of NJ and accounting standards (or something like that.)*
- 0176- Collective Bargaining and Contract Approval/Ratification
- 0171-Duties of President and Vice Presidents
 - *Add sentence **The president may delegate to the appropriate committee to ensure the BOE has a 5 year calendar for policy monitoring and review.***
- 0142- Board Member Qualifications, Prohibited Acts and Code of Ethics
 - *Add the BOE Code of Governance to the policy and that it will be reviewed annually.*

- Erin to follow up with Annemarie for clarification on her feedback: *We can easily select the 3 year term and the mayor / president structure of the two towns. In our current policy we do reimburse for the criminal background check.*

Policies: November 16, 2020 BOE Meeting Second Reading/Approval

- Policy 2431.3- Heat Participation Policy for Student-Athletic Safety (Curriculum)
 - ○ *Add that the trainer is the lead person*
 - ○ *Add wet globe thermometers*
 - ○ *Coaches will be trained in the use of the devices*
- Policy 2431.8- Varsity Letters for Interscholastic Extracurricular Activities (Curriculum)
 - *No changes*
- Policy 2435-NJSIAA Random Testing for Interscholastic Athletics (Curriculum)
 - *No changes*
- Policy 5337- Service Animals (Curriculum)
 - *No changes*
- Policy 3321- Acceptable Use of Computer Network(s)/Computers and Resources by Teaching Staff Members (FFT)
 - *No changes*
- Policy 5516.01- Student Tracking Devices (FFT)
 - ○ Dr A to follow up with Joanne Butler
 - ○ This is an S-E recommended policy
- Policy 2363-Student Use of Privately-owned technology (FFT)
 - See Joanne's edits

Bylaws for Second Reading

- 0131- Bylaws and Policies
 - *No changes*
- 0177- Professional Services
 - *No changes*
- 0163- Quorum
 - *No changes*
- 0164.1- Annual Agenda Planning
 - *No changes*

Requires Further Discussion- We will continue researching and reviewing other districts' policies

- 5350 Pupil Suicide Response and Intervention (Curriculum)
- 5519 Dating Violence at School (Curriculum)
- 5756 Transgender Students (Curriculum)

DISTRICTOnline

School districts have requested the option of having its Policy and Regulation Manuals on the internet. In response to this request, Strauss Esmay Associates has developed DISTRICTOnline, the most comprehensive online policy/regulation program in the industry,

DISTRICTOnline provides district authorized personnel access to their district's policies and regulations with links to authorizing statutes, administrative codes, and *New Jersey School Digest* cases indexed by policy number.

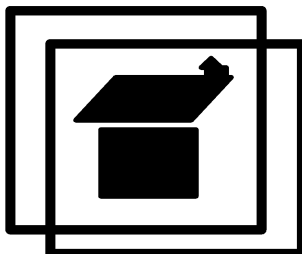
One district "editor" is authorized to revise district policies/regulations online and easily save the revised or new policies/regulations to the district manuals immediately after Board approval. There is no need to send paper copies of the new and/or revised approved policies/regulations to individual schools, staff, and/or Board members because manuals are immediately up-to-date after the editor saves the new or revised document. There is no need for central administration to collect and update school district's manuals every summer because the DISTRICTOnline manuals are always up-to-date.

District policies and regulations can be viewed, searched, and printed by all users. School district reaction to DISTRICTOnline has been overwhelming with special commendation to the system's ease of use, especially for the district "editor."

PUBLICACCESSOnline

PUBLICACCESSOnline is an option districts can select in order to provide public access to the district's bylaws, policies, and/or regulations via a link on the school district website. Strauss Esmay Associates will provide the district with a URL address to be placed on the school district website by school district personnel. The URL will be linked to the district's bylaws and policies located on DISTRICTOnline. The bylaws, policies, and/or regulations are searchable and printable.

PUBLICACCESSOnline is a service available only to DISTRICTOnline clients. PUBLICACCESSOnline does not offer links to authorizing statutes, administrative codes, and *New Jersey School Digest* cases. There is an additional fee for PUBLICACCESSOnline.



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DISTRICTOnline Pricing Information

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| 1. | Initial Set-Up Fee for DISTRICTOnline
(one time fee) | \$ 1,995.00 |
| 2. | Annual DISTRICTOnline Fee
(pro-rated from date of installation to June 30)
(Annual Fee includes 15 Passwords*)
[1 Editor/14 Users] | \$ 1,695.00** |
| 3. | Annual PUBLICACCESSOnline Fee – Bylaws & Policies
(pro-rated from date of installation to June 30) | \$ 395.00 |
| 4. | Annual PUBLICACCESSOnline fee – Regulations | \$ 100.00 |
| 5. | Annual PASS Fee (2020-2021) | \$ 2,545.00 |

If district/school contracts with Strauss Esmay Associates for DISTRICTOnline and PASS – • Annual Fee to Strauss Esmay Associates. (#2 + #5 above)	\$ 4,240.00
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If district/school contracts with Strauss Esmay Associates for DISTRICTOnline, PUBLICACCESSOnline, and PASS • Annual Fee to Strauss Esmay Associates. (#2 + #3 + #4 + #5 above)	\$ 4,735.00
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PASS Service Pricing Information:

2020-2021 PASS Service Fee	\$ 2,545.00
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PASS Services Includes:

- Policy Alerts that provide and explain new and revised Policy and Regulation Guides
- Monthly issues of the *New Jersey School Digest*, reporting selected Commissioner, State Board and Court decisions, new Statute and Administrative Code changes
- ELAN (Education Law Access for New Jersey)
- ELANOnline (web version of ELAN) which includes:

Policy and Regulation Guides linked to:

NJ Statutes 18A, NJAC 6 & NJAC 6A, *New Jersey School Digest* cases

- Annual Educational Policy seminar
- Unlimited consultation to district on policy issues

* Additional Passwords > 15 and <= 25 Users @ \$95.00 per password
> 25 Users @ \$75.00 per password