



## POLICY/COMMUNICATIONS COMMITTEE MEETING MINUTES

September 5, 2025

Virtual Meeting - 8:30 a.m.

---

Committee Members: Ellen DePinto, Chair  
Pamela Cassidy, Beth Fiore, Linda Rad

Administrative Staff: Dr. Jonathan Hart, Superintendent of Schools  
Jason Bohm, SBA/Board Secretary

### MINUTES

1. **Discussion of Policies that need more immediate attention:** The committee discussed the pace at which we are moving through our policy tracking document. We closed out the 2000 series and made our recommendations and then we decided to divide the remaining series up between each committee member instead of working through one series at a time. We will utilize the rubric and determine which policies are of high priority or most relevant to the district at the moment. These are the policies that will be the focus when we meet as a committee. The goal is to continuously review our policies in order to ensure our manual is current. The tracking document will allow future policy committees to continue this process and know where we left off.
2. **Policy Tracking Document for Review of 2000 Series:** The committee reviewed the remaining policies in the 2000 series to close it out. The committee made the following recommendations:
  - 2240: Controversial Issues** - We revisited previous suggestions and the point about including invited speakers. Dr. Hart will incorporate our notes and bring the draft to us at the next meeting.
  - 2310: Pupil Grouping** - no changes are needed and policy can be marked as reviewed.
  - 2312: Class Size** - Include Pre-K into this policy.
  - 2330: Homework** - This policy needs updating. Dr. Hart will bring this policy to the administrative team for consistency across all buildings and all grade levels. He also wants to consider including the new reading practice but would like to get input from the leadership team.
  - 2340: Field Trips** - Include a statement that states all policies pertaining to student behavior during the school day are applicable while students participate in field trips and student behavior on a field trip can result in suspension or other disciplinary action. The principal will ensure that pupils not participating in a field trip will be provided an equally rigorous educational experience during the

normal school operating hours of the field trip. Include # of staff members per student ratio attending field trips. Dr. Hart will review with admin and bring it back to us.

**2360: Use of Technology** - Needs updating to include items like software acquisitions, external communications, access to networked information resources. Some of this may be in our acceptable use policy but needs to also be reflected here.

**2362: Acceptable Use of Computer Network/Computers and Resources** - policy was ok and didn't require any changes. It was noted by a committee member that we should keep the same safety measures in reference to blocking and filtering materials and visual depictions that are obscene as defined in Title 18 of US Code. when we review policy 2530 regarding resource materials.

**2363: Pupil Use of Privately-Owned Technology** - no changes needed and this policy can be marked as reviewed

**2412: Home Instruction Due to Health Condition** - Dr. Hart will check to see if out of school suspension instruction for offenses that are not health related need to be covered here or if they are covered in the suspension policy.

**2414: Programs for Pupils at Risk** - Mandated policy that needs to be brought up to date and more aligned. Dr. Hart will get back to us on this one.

**2415.02: Title 1 - Fiscal Responsibilities** - No changes needed. Policy can be marked as reviewed.

**2415.06: Unsafe School Choice Option** - Dr. Hart will look closer at this policy to see if we need to add a section regarding students whose victimization has affected their safety and ability to learn.

**2415.2: No Child Left Behind Complaints** - Title needs to be updated to Every Student Succeeds Act otherwise it is ok

**2415.3: Title 1 - Educational Stability For Children In Foster Care** - This policy is governed by state law and any changes suggested such as allowing students exiting foster care to remain in district through the end of school year similar to how other local districts do should be reviewed by the attorney.

**2416: Programs for Pregnant Pupils** - no changes needed and can be marked as reviewed.

**2418: Section 504 of the Rehabilitation Act of 1973** - Students - No changes needed and can be marked as reviewed.

**2422: Health and Physical Education** - This policy is included in Alert 235 from Strauss Esmay. We need to update the name of this policy and include an item for Asian American, Pacific Islander History, Contributions. Dr. Hart should refer to the alert for the specific updates.

**2430: Co-Curricular Activities** - Update is needed to be more clear that if students do not go to our schools they do not participate in our activities. For example students who are homeschooled. Also, clarify that we have activities in all schools, not just the middle school.

**2431: Athletic Competition** - No changes needed and can be marked as reviewed.

**2440: Summer School** - More discussion is needed with the curriculum supervisor regarding honors math summer requirements. Clinton has a good example for updated language that is needed. Dr. Hart will bring this back to us.

**2452: Community Education** - Recommended that this policy be abolished due to not needing it and no other surrounding districts have it.

**2460: Special Education** - No changes needed and can be marked as reviewed.

**2460.8: Special Education** - Free and Appropriate Public Education - This policy was added to our manual in 2019 however, no other schools have it and it is unclear as to why we added it in 2019. Dr. Hart will double check to see if we should abolish it since it is a Mandated policy.

**2461: Special Education/Receiving Schools** - This policy should have been updated in April 2022 because it was included in Alert 227 and it is unclear why it isn't updated. Dr. Hart will look into why it hasn't been addressed. It could be because we are not a Send/Receive district. Refer to the Alert.

**2464: Gifted and Talented Students** - No revisions needed and can be marked as reviewed.

**2466: Needless Public Labeling of Pupils with Disabilities** - No revisions needed and can be marked as reviewed.

**2467: Surrogate Parents and Foster Parents** - No revisions needed and can be marked as reviewed.

**2468: Independent Educational Evaluations** - Dr. Hart will check with the admin to make sure we are in compliance with current laws.

**2481: Home or Out-of-School Instruction for a General Education Student for Reasons Other Than A Temporary or Chronic Health Condition** - Minor changes to language to change Core Curriculum Standards to NJSLs.

**2510: Adoption of Educational Materials** - No changes needed and can be marked as reviewed.

**2610: Educational Program Evaluation** - No changes needed and can be marked as reviewed.

**2530: Resource Materials** - This policy needs to be reviewed. Members of the committee would like to see updates to language regarding sexually explicit content, inclusion of the new reading process, etc. However, Strauss Esmay is working on their draft policy that reflects the guidance that was recently passed down from the state DOE based on the Freedom to Read Act that will become law in December. We decided to wait to see the guidance to avoid doing extra work on this policy.

**2531: Copying Copyrighted Materials** - No changes needed and can be marked as reviewed.

**2551: Musical Instruments** - need to clarify our language in regard to how our instruments are distributed. Dr. Hart will review this with the supervisor and get back to us.

**2560: Live Animals in School** - Dr. Hart will check to see if any updates are needed to make sure it aligns with our curriculum

**2560.01: Therapy Dogs** - No changes needed.

**2624: Grading System** - No changes needed.

**2631: New Jersey Quality Single Accountability** - No changes needed except dates need to be double checked

**2700: Services to NonPublic School Pupils** - no changes needed and can be marked as reviewed.

**4217: Use of Corporal Punishment** - This policy should be in the 4000 series.

3. **Policy Alert 235:** Policy 0143 – Board Member Election and Appointment (Revised) and Policy 1620 – Administrative Employment Contracts (M) (Revised), These policy revisions are very straightforward and need minor language adjustments. Dr. Hart will make the updates recommended in the alert and they will be on the agenda for our upcoming meeting.  
Policy 1636.01 – Notification of Promotion, New Job, and Transfer Opportunities (New) This will be a new policy for us and it recommended to adopt this policy because districts are now required to follow the procedures outlined in N.J.S.A 34:6B-23. We already follow this in the district.  
Policy 2422 – Statutory Curricular Requirements (M) (Revised) This policy was reviewed by the committee during our review of the 2000 series and the necessary updates will be made as per the notes mentioned earlier.  
Policy 1648.15 - Recordkeeping for Healthcare Settings - The committee had previously reviewed this policy in the Spring and decided to abolish this policy. It just needs to be removed from the online manual.
4. **Chain of Command Sample & Discussion (tabled from last meeting):** Dr. Hart shared a copy of a nicely worded chain of command document. The committee agrees that it will be helpful to share with district parents and will come up with an action plan to get this information out.
5. **Social Media Presence:** New Facebook content is out there on the district page. We are encouraged to follow and to have our friends and family follow as well as important referendum content will be coming out soon.

**Next Meeting:** Monday, September 22, 2025 @ 3:00PM