



POLICY/COMMUNICATIONS COMMITTEE MEETING MINUTES

October 27, 2025

Virtual Meeting - 3:30 p.m.

Committee Members: Ellen DePinto, Chair
Pamela Cassidy (abs.), Beth Fiore, Linda Rad, David Rizza (alt.)

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

Agenda

1. Policy Updates: 2000 Series: Dr. Hart made the suggested revisions to the following policies that were previously reviewed by the committee. The committee agreed that these policies were ready to move to the agenda.
 - a. Policy 2240 - Controversial Issues
 - b. Policy 2312 - Class Size
 - c. Policy 2360 - Use of Technology (one additional edit was suggested to add that the technology plan is presented to the Ed/Tech Committee quarterly.)
2. Policy 8442 - Reporting Accidents - This policy came out of standard operating procedures and needed clarity regarding the nurses' role in reporting accidents. A minor revision was made to provide clarity in the policy: The report shall include the date, time and place of the incident; the names of persons involved; the nature of the injury, to the extent that it is known; and a description of all relevant circumstances. The previous version mentioned that the injured employee or visitor or the staff member responsible for an injured pupil shall complete a form, which conflicted with what was also written in the policy regarding the nurse's role. This makes the language consistent.
3. Athletics Policy 5450 - Athletics Policy 5450 - two members of the committee brought this policy up for review to discuss ways the board can better recognize and celebrate our student athletes. The committee and Dr. Hart shared the sentiment and Dr. Hart will speak with Mr. Charleston and the athletic coordinator to come up with suggestions of how to achieve this.
4. Policy Audit from Strauss - Dr. Hart learned at the NJSBA convention that Strauss Esmay will conduct a policy manual audit for free where they will indicate the last date Strauss Esmay updated a policy or regulation, the date the district last adopted the policy or regulation and columns indication if the policy or regulation needs to be updated or is current and not in need of revision. The turnaround time will be at the end of November. The committee agreed to receive the manual audit and we have been added to their

queue. We will use this audit as a tool to help us prioritize the most critical policies but feel it will not reflect or be able to capture the policies that are relative to our community's immediate needs.

5. NJSBA Policy Manual - NJSBA sent us an email letting us know that they are now offering every district a free, living policy manual. This resource combines their policy library and legal references, into an easy-to-customize manual. The core online manual will automatically update when a new update is released – and NJSBA will email quarterly updates. This will ensure the manual always remains current and legally compliant. The committee agreed to fill out the form to request this manual and we will use it as a reference tool to complement our current policy review process and see how it goes.
6. Preschool Policy 5112.1: This policy was brought to committee to discuss the preschool plan needing to be submitted to the state in November. .
7. Policy Tracking Document for Review: The committee continues with their independent reviews of their assigned series. We are looking forward to incorporating the new tools from Strauss Essmay and NJSBA.

Agenda items: Policy 2240, 2312, 2360, and 8442

Next Meeting: November 24, 2025 @ 3:30PM