

Gettysburg Area School District
Policy Meeting Minutes
December 9, 2025

Faculty & Staff Present: Brooke Harner, Karen Roper, and Vickie Saltzer

Board members Present: Alice Broadway, Ryan Kerney, Al Moyer, and Justine Sieg

Administrators Present: Jeffrey Matzner, Matthew McFarland, and Vanessa Sanders

Guests Present: Dr. Leigh Dalton and Julieta Booz

Policies and Administrative Guidelines Currently Under Review by Board Policy Committee:

1. Policy 610-Purchases Subject to Bid/Quotation (No Updates)
 - a. Ms. Harner explained that this policy was updated and board approved at the February 3, 2025 meeting. However, it was not added to our policy management system called BoardDocs because the Pennsylvania School Boards Association (PSBA), which assists with citations on our policies, did not communicate with her to make it active in the system.
2. AG 610- Purchases Subject to Bid or Quotation (Updates)
 - a. Dr. Matzner indicated this was only an update to the threshold dollar amounts, going from \$23,800 to \$24,500 and \$12,900 to \$13,200.
3. Policy 611- Purchases Budgeted (Updates)
 - a. Dr. Matzner said this was another change to the threshold from \$23,000 to \$24,500.
 - b. Dr. Moyer asked if the purpose behind the increases stemmed from inflation.
 - c. Dr. Dalton indicated they do make the change every year.
4. Policy 137- Home Education Programs (2nd time being reviewed)
 - a. Dr. Matzner explained that a previous board member sent questions about this policy, which were passed onto Dr. Dalton for review.
 - b. Dr. Dalton indicated two of the three requests from the board member were made, noting it was a PSBA oversight. When PSBA made the change, PSBA called the home education supervisor and home evaluator by the same name. However, the home education supervisor is the person in the home overseeing, while the evaluator has credentials, she said.
 - c. In another section pertaining to hearings, Dr. Dalton noted the board member questioned how school law does not reference a designee and only includes the superintendent, which reflected the second change made.
 - d. The third change requested, but not made entailed removing the part about co-curricular activities, according to Dr. Dalton. Students are allowed to participate in co-curricular activities, academic courses, and career and technical education, but those would not be judged as part of their home education program, she said.
 - e. Ms. Broadway asked about the district not being required to provide special education services to home education program students if they opt to take a class and whether there are kids in class without those services.

- f. Dr. Dalton said she has not heard anything regarding that, but it is very new.
 - g. Dr. Moyer asked if the district has any home education students participating in co-curricular activities.
 - h. Dr. McFarland said it is less than 25% of participation, giving an example of orchestra lessons.
 - i. Ms. Broadway said she believes music and fine arts are pretty common to see home school student involvement, which helps build relationships.
- 5. Discuss the process of updating the policy database
 - a. Dr. Matzner shared background on how they consolidated and updated policies into the 300 section, which was a long undertaking. Now, the policy committee will need to look at 100 and 200 sections, particularly to ensure the citations referenced exist.
 - b. Dr. Dalton said the goal would be to review approximately five to six policies per policy committee meeting, starting with five policies in the 300 section next month.
 - c. Mr. Kerney also expressed an interest in seeing the policies they are referenced in with the citations to better understand the context.

Board Action:

All of the policies will be listed as information items at an upcoming Board meeting.