

Policy Committee Meeting Minutes

Wednesday, October 7, 2020

4:00 p.m.

Remote via Zoom

*(the meeting was recorded and uploaded to the Policy Committee webpage
for viewing by the public)*

Attendees: Peggy Kelland, Linda Rappaport, Eddy Slosower, John Lumia, Dwight Bonk, Alberta Pedro

The meeting was called to order at 4:05 p.m. by Chairman Peggy Kelland.

Roll Call:

Peggy Kelland, Board Member

John Lumia, Board President, Ex-officio member of the committee

Linda Rappaport Board Member

Eddy Slosower, Board Member

Dwight Bonk, Deputy Superintendent of Human Resources

Alberta Pedro, District Clerk

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1. **Approval of Minutes** - Motion to approve the August 11 minutes. Motion by John Lumia, second by Eddy Slosower. Vote taken.
Yes: Peggy Kelland, Linda Rappaport, Eddy Slosower, John Lumia, Dwight Bonk, Alberta Pedro
Motion carried.

2. **Tabled from Last Meeting**

4511 - Textbook Selection and Adoption

The Policy Committee was provided with a list of Textbooks, Workbooks, and Readers for ELA/SS from the 2015-2016 school year. Dr. Cardwell will be working this year to update the list. The Policy Committee discussed adding language to the policy that an area be set aside at the District Office to be able to view and access the books approved by the Board.

Newly adopted books approved by the Board of Education will be located at the District Office for review by the Board.

The Committee discussed that many of the books selected for students to read have a common theme. It was suggested that when they revise their list that they add classics with “happy ending”, not all “tragedies” or “orphan” books.

It was also noted that many times students are reading “comic” books/graphic novels and adapted versions of the actual novel (classics illustrated, excerpts from wikipedia, movies). It was felt that this is something that could be inserted into the policy to help guide the purchase of books or suggested to the Curriculum Committee or the Office of Curriculum and Instruction.

8. if deemed appropriate by administration, the selection of the unabridged version of the novel or work is preferable. Exceptions may be made based on the student’s reading level or impairments; and

9. every effort will be made to ensure that all students have access to the material.

Motion to recommend for First Reading by the Board made by John Lumia, second by Eddy Slosower. Vote taken.

Yes: Peggy Kelland, Linda Rappaport, Eddy Slosower, John Lumia, Dwight Bonk, Alberta Pedro

Motion carried.

3. Policy 1222 - Relationship with Booster Organizations

The staff requested that the current policy be modified to provide an open enrollment for booster clubs to register with the District. The Policy Committee discussed possibly putting a timeline, such as no later than 15-30 days prior to the start of the season in order to register. However, setting a timeline to register really isn’t necessary because the system in place would not permit any booster club that is not registered to initiate fund-raising activities or use of facilities. It was recommended rather to permit an open registration period during the school year since the sports start at different times during the year.

Motion to recommend for First Reading by the Board made by Eddy Slosower, second by John Lumia. Vote taken.

Yes: Peggy Kelland, Linda Rappaport, Eddy Slosower, John Lumia, Dwight Bonk, Alberta Pedro

Motion carried.

4. Three Year Policy Review - Please note the following policies were also reviewed for references to “shall” and to revise “he/she” to gender neutral language, as recommended by NYSSBA.

Policy	Discussion
<p>4321.4 - Independent Educational Evaluations (IEE)</p>	<p>The Policy Committee discussed the process for parents to request an IEE. If the parent disagrees with the evaluation conducted by the district, then a list is provided to the parent from which they can request a professional who is not employed by the district to conduct the IEE, at the cost up to an amount set by the Superintendent.</p> <p>The Policy Committee asked the District Clerk to contact the attorneys to find out if a parent has the right to an IEE automatically if they are dissatisfied with the district's evaluation; or can the district say, no, we'll initiate a due process hearing and let the IHO decide.</p> <p>Motion to recommend tabling this policy to the next meeting pending attorney feedback was made by John Lumia, second by Eddy Slosower. Vote taken. Yes: Peggy Kelland, Linda Rappaport, Eddy Slosower, John Lumia, Dwight Bonk, Alberta Pedro Motion carried.</p>

<p>4321.10 - Programs and Services for Parentally-Placed Non-public School Students with Disabilities</p>	<p>There has been an instance in the past when the district found out of the existence of a student with disabilities who had been placed by the parent at a non-public school, only when we got a bill for tuition. See the current language in the policy below:</p> <p><i>The Board of Education recognizes its responsibility to provide special education services to eligible students with disabilities enrolled by their parents in nonpublic schools located within its district, regardless of whether such students are residents of the district. The scope of that responsibility affects:</i></p> <ol style="list-style-type: none"> 1. <i>The district's child find activities for locating, identifying, and evaluating parentally-placed nonpublic school students with disabilities;</i> <p><i>Location, Identification and Evaluation of Parentally-placed Nonpublic School Students with Disabilities:</i></p> <p><i>The district's activities for locating and identifying parentally-placed nonpublic school students with disabilities will be comparable to those undertaken for students attending the district's public schools, and will be completed in a comparable time period, as well.</i></p> <p>The Policy Committee asked the District Clerk to contact the attorneys to find out if there is anything legally that would require that a parent notify the district of this placement. The Policy Committee wanted to know what can the district do proactively to ensure we know about these students who may be enrolled at non public schools.</p> <p>Motion to recommend table this policy to the next meeting pending attorney feedback was made by John Lumia, second by Eddy Slosower. Vote taken. Yes: Peggy Kelland, Linda Rappaport, Eddy Slosower, John Lumia, Dwight Bonk, Alberta Pedro Motion carried.</p>
<p>4321.12 - Physical Intervention</p>	<p>The Policy Committee discussed incidents when students are in crisis and how/when staff should intervene to protect the child from harm. The following language was added as a first bullet:</p>

	<ul style="list-style-type: none"> • <i>to safeguard the student from imminent injury;</i> <p><i>Each building has a crisis team that is trained to handle these situations when physically restraining a student may be necessary. The monitors are not permitted to handle students only to monitor and report. When in a situation where an adult needs to intervene in order to save a student from harming themselves or others, the committee felt that perhaps staff should receive a training (video) on what to do. The following sentence was suggested:</i></p> <p><i>All employees should be made aware of how to respond in a crisis threatening immediate harm.</i></p> <p>Motion to recommend for First Reading by the Board made by Peggy Kelland, second by John Lumia. Vote taken.</p> <p>Yes: Peggy Kelland, Linda Rappaport, Eddy Slosower, John Lumia, Dwight Bonk, Alberta Pedro</p> <p>Motion carried</p>
<p>4325 - Academic Intervention Services</p>	<p>The Policy Committee reviewed the policy where it indicated that the Board must approve an Academic Intervention Services (AIS) plan every two years. The board members on the Committee asked the district clerk to review BoardDocs to see if and when the Board has discussed and approved an AIS plan.</p> <p>The Policy Committee agreed that the District Clerk will research this and provide information via email.</p> <p>Based on a review, the District Clerk emailed the Policy Committee on October 7 with the following information:</p> <p><i>As I shared during the Policy Committee meeting, I was happy to look in BoardDocs for the Board's approval or presentation of the AIS plan.</i></p> <p><i>See BoardDocs in May 2019 (link below), where the AIS plan was provided to the board through 2021. The Commissioner's Regulations state the board must approve the AIS Plan every two years. The District is current and up to date, per Board policy and State regs.</i></p> <p>http://go.boarddocs.com/ny/wcsd/Board.nsf/goto?open&id=BANHG445FBD8</p>

	<p><i>The AIS plan has been presented and approved by the Board over the years:</i></p> <p><i>June 26, 2006</i> <i>March 26, 2007</i> <i>January 5, 2009</i> <i>March 22, 2010</i></p> <p><i>There could be more but sometimes it's hard to find in BoardDocs.</i></p> <p><i>I keep track of the required reports for the Board.</i></p> <p>Policy 4325 - Marked reviewed - October 7, 2020.</p>
<p>4327 - Homebound Instruction</p>	<p>The Policy Committee discussed the need to provide students with additional hours for homebound instruction, especially at the elementary level. The current policy provides for the minimum amount of homebound instruction, as required by law.</p> <p>Dr. Bonk provided the language for the School Law Book. The Policy Committee agreed to incorporate the language for the School Law Book which delineated the number of hours per week rather than the number of hours per day. In addition, the Policy Committee added, "a minimum of" so that if there was a specific need for additional hours, the district can make the determination based on need, cost, and desired outcomes.</p> <p><i>Secondary students receive instruction for a minimum of ten hours per week two hours per day and elementary students receive a minimum of five hours per week one hour per day. A request for an increase of hours for homebound instruction will be at the discretion of the district.</i></p> <p>Motion to recommend for First Reading, as amended, made by Linda Rappaport, second by John Lumia. Vote taken. Yes: Peggy Kelland, Linda Rappaport, Eddy Slosower, John Lumia, Dwight Bonk, Alberta Pedro</p>

<p>4322 - Programs for the Gifted and Talented</p>	<p>Change to replace “shall” with “will” . Motion to recommend for First Reading made by John Lumia, second by Eddy Sloshower. Vote taken. Yes: Peggy Kelland, Linda Rappaport, Eddy Sloshower, John Lumia, Dwight Bonk, Alberta Pedro Motion carried.</p>
<p>4334.1 - High School Credit for College Courses</p>	<p>Change to replace “shall” with “will” . Motion to recommend for First Reading made by John Lumia, second by Linda Rappaport. Vote taken. Yes: Peggy Kelland, Linda Rappaport, Eddy Sloshower, John Lumia, Dwight Bonk, Alberta Pedro Motion carried.</p>
<p>4771 - Early Graduation</p>	<p>Change to replace “shall” with “will” and to replace “he/she” with “they” . Motion to recommend for First Reading made by John Lumia, second by Eddy Sloshower. Vote taken. Yes: Peggy Kelland, Linda Rappaport, Eddy Sloshower, John Lumia, Dwight Bonk, Alberta Pedro Motion carried.</p>
<p>4714 - Parent Conferences</p>	<p>Change to replace “shall” with “will” . Motion to recommend for First Reading made by John Lumia, second by Eddy Sloshower. Vote taken. Yes: Peggy Kelland, Linda Rappaport, Eddy Sloshower, John Lumia, Dwight Bonk, Alberta Pedro Motion carried.</p>
<p>4600 - Guidance Programs</p>	<p>The Policy Committee discussed the need for guidance counselors in the district. Ideally, counselors could meet with students and parents in grades 8 and 11; assist with college planning and the application process; as well as provide an annual review of student progress and career plans for all students. The Board would need to look at the budget to find a way to fund additional positions to provide more staff as the current ratio of guidance counselors to students is not on par with other districts.</p>

	<p>At this time, due to the financial situation of the district there is no way to fund additional positions.</p> <p>Change to replace “shall” with “will”.</p> <p>Motion to recommend for First Reading made by John Lumia, second by Eddy Sloslower, with a note to keep this policy in mind during future budget review process.</p> <p>Vote taken.</p> <p>Yes: Peggy Kelland, Linda Rappaport, Eddy Sloslower, John Lumia, Dwight Bonk, Alberta Pedro</p> <p>Motion carried.</p>
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5. For the Good of the Order

At the request of Mr. Sloslower, the Policy Committee will discuss the use of school District logos in the selling of Merchandise for profit. Board President John Lumia and District Clerk Pedro advised that recently an organization was found to be selling apparel with the district/team logo without permission. The attorney forwarded a cease and desist letter to the company. District Clerk Pedro will ask the attorney for input on whether students can utilize the district branding and logo to start companies for profit.

This will be discussed at the next Policy Committee Meeting.

6. Next Meeting Date

The Policy Committee will meet on Wednesday, November 4 at 4:00 p.m. A formal agenda will be forthcoming. Motion to adjourn made by John Lumia, second by Linda Rappaport.

Vote taken.

Yes: Peggy Kelland, Linda Rappaport, Eddy Sloslower, John Lumia, Dwight Bonk, Alberta Pedro

Motion carried.

The meeting was adjourned at 5:30 p.m.