

**Policy Committee Meeting Minutes**  
**Tuesday, April 30, 2019**  
**3:30 p.m.**  
**RCK Annex**

**Attendees:** Rob Rubin, John Lumia, Peggy Kelland (arrived 3:44 p.m.), Dwight Bonk, Alberta Pedro

**Absent:** Barbara Goodman

There were no community members present at the meeting. The meeting was called to order at 3:31 p.m. by Chair Rob Rubin.

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1. **Approval of Minutes** - Motion made by John Lumia to approve the Policy Committee Minutes of February 13, 2019. The motion was seconded by Dwight Bonk. Vote taken.  
Yes: Rob Rubin, John Lumia, Dwight Bonk, Alberta Pedro  
Not Present: Peggy Kelland, Barbara Goodman  
Motion carried.
  
2. Motion to suspend the agenda to discuss the Student Cell Phone policy in the Code of Conduct. Motion made by John Lumia, seconded by Rob Rubin. Vote taken.  
Yes: Rob Rubin, John Lumia, Dwight Bonk, Alberta Pedro  
Not Present: Peggy Kelland, Barbara Goodman  
Motion carried.
  
3. Mr. Lumia distributed copies of NYSSBA's sample policy 5695 - Students and Electronic Devices. Some members said that they believed the previous draft of the cell phone policy which was submitted was appropriate but it was rejected by the Code of Conduct Committee. The Policy Committee agreed that cell phones should be off and put away, however there should be exceptions in the case of an emergency. It was clarified that permission during an emergency would come from either the teacher or administrator, but both were not required to give permission. The Committee discussed the use of cell phone for threatening and bullying behavior during school time. Dr. Bonk discussed his experience at the high school, where cell phone use was permitted during lunch in the cafeteria because it served a purpose and kept the students busy. It was

used as a deterrent to food fights that were occurring on a regular basis since the students were idle for 20 minutes or more after eating their lunch. The Committee discussed revising the language to include, "However, electronic devices are permitted in the cafeteria during lunch period for education purposes only and with the permission of administration." Giving students the ability to use their cell phone for educational purposes during lunch, such as doing their homework or research for class, actually provides the staff with more oversight over the cafeteria so they are not concentrating on which students are using their phones and they can supervise other issues. The Committee also discussed whether this language was applicable to all schools (elementary and secondary). Committee members agreed that at this time, this is more applicable for the middle and high schools, as there are not many students with cell phones at the elementary level. The District Clerk will share the revised recommendation from the Policy Committee, asking it be included in the Code of Conduct, with the approval of the entire Board, including the Superintendent, Dr. Bonk, and Mr. Lolkema.

Chairman Rubin asked that it be noted in the minutes that if Committee Member Barbara Goodman showed up later in the meeting, the Committee would revisit this agenda item.

4. A motion was made by Mr. Lumia to amend the agenda to discuss Policy 2250 - Board Committees, second by Mr. Rubin.

Yes: Rob Rubin, John Lumia, Peggy Kelland, Dwight Bonk, Alberta Pedro

Not Present: Barbara Goodman

Motion carried.

5. The Committee reviewed the revised **Policy 2250 - Board Committees** which was drafted and reviewed by the attorneys. The Policy Committee discussed the role of students on Board Committees. Students should not be the prime facilitators in writing a survey. The Policy Committee agreed by consensus to recommend the revised policy 2250 Board Committees for First Reading.

The District Clerk reminded the Policy Committee that if there is a lot of discussion at the Second Reading on any particular policy, the Board does not need to vote on it at that time. The Board could make a motion to recommend the policy for Third Reading by the Board which would allow additional time to gather feedback and hold another Policy Committee meeting, if needed.

6. NYSSBA Third Policy Installment
  - a. **5152 - Admission of Non-Resident Students** - NYSSBA updated this policy for clarity regarding students who are moving into or out of the

district. The committee reviewed the recommendation of the attorney. The District's current policy provides that a student who moves out of the District in grade twelve can continue to attend District schools on a tuition free basis. Therefore, it does not appear that NYSSBA's recommended revisions apply to the District, and therefore we would not recommend making those changes. The Policy Committee did not recommend any changes to the current policy.

- b. **5605, Voter Registration for Students** - Changes to Election Law §5-507 now require school districts to adopt a policy regarding the voting pre-registration of students aged 16- and/or 17-year-olds. A memo from Dr. Cardwell was provided to the Policy Committee requested that the committee postpone a recommendation for First Reading until September so that the social studies department may review of the summer to include voter pre-registration in their curriculum for US History. The attorney also advised that this policy is not required to be in place until January 1, 2020, and therefore the District has time to develop its own procedure for the pre-registration process. We also note that the new statute specifically provides that Districts may collaborate with county boards of elections to conduct voter registration and pre-registration in schools, which may also be something the District could consider. The Policy Committee requested that Dr. Bonk follow up on this policy and provide a recommendation for First Reading in September.
- c. **9620, Child Abuse in an Educational Setting**- Chapter 363 Laws of New York updated Article 23-B of the Education Law. This change updated and expanded the list of required reporters, responsibilities for certain district employees, and training. The attorneys also updated the definitions within this policy. The Policy Committee recommended this policy for First Reading.

#### 7. **5404 Wellness**

- a. Due to a recent audit, Ms. Crandall was provided with recommendations to include in the Wellness regulations. This information was provided to the school attorney who reviewed the proposed language and did not think the regulations required that all of that language be added. However, the District is doing these things anyway, so the additions were made to the regulation.

#### 8. Year 1 Policy Review Work

- a. **8411 School Bus Scheduling and Routing (regulation update)** - Mr. Rubin had requested the attorney review the district's policy and regulation with regard to transporting students by bus on private roads.

Ms. Crandall confirmed that the district does not traverse on private roads without an agreement in which the landowner provides the proper insurance indemnifying the district of liability. Because this is a practice with several communities in the district, the attorney revised the regulation to include language that allows for an agreement between the owner of the road(s) and the school district. These agreements will include the date terms of the agreement as well as the assigned stops along the privately owned roads. Additionally the owner of these roads provide proof of insurance that these will be safe for travel by District vehicles. This allows for a hold harmless status for the District during our travels on these roads. Lastly these normally include that the District is authorized by the owner to travel these roads. This was provided to the Policy Committee for information purposes only, since the Board does not approve regulation. The District Clerk will update the new regulation effective 5/1/2019.

Mr. Lumia inquired about the issue with Padasma Road and the fact that the landowner would not provide the district with the insurance which would hold the District harmless to be able to travel on that road. Mr. Lumia requested that the district send a letter to the owner about the update to the regulation and informing them what they would need to have in place so the district can drive buses down that road. Dr. Bonk will give Ms. Crandall an update and Mr. Rubin will talk with Ms. Crandall.

- b. **8414 School Bus Safety** – Reviewed by administration and school attorney. Keep current policy, no changes needed.
- c. **8414.1 Bus Driver Qualifications and Training** – Both the attorney and administration recommended that this policy be retired, as the qualifications and training are dictated by New York and Civil Service, and are not needed in a policy.
- d. **8417 Student Transportation in Private Vehicles** – The school attorney advised that students not be allowed to be transported in private vehicles for school sponsored events. Ms. Crandall confirmed this “never” happens. The policy was recommended to be retired.
- e. **9660 Termination Agreements** – This policy was reviewed by administration and the school attorney. They both recommended that the Policy Committee retire this policy, as this policy is not necessary. The District very often includes language in agreements that limits what we can disclose to potential employers.

9. **Future Items to Address**

- a. The Policy Committee briefly discussed the Future Business Leaders of America funding to travel to competition and the recent request to fund a student. When it is a school sponsored event, the District provides funding to a certain level then the family contributes the remainder. There are extra curriculums, clubs and athletics that also have to be considered. Once you make allowances for an outside organization one time, you set a precedent for other organizations. Dr. Bonk will discuss the implications further with the Superintendent and Ms. Crandall.

10. **Adjournment**

Motion to adjourn made by John Lumia, seconded by Rob Rubin. All in favor.  
Unanimous.

The Policy Committee adjourned at 4:27 p.m.