

## Policy Committee Meeting Minutes

Wednesday, January 6, 2021

4:30 p.m.

Remote via Zoom

[\(the meeting was live streamed and is available for viewing on the District's YouTube channel\)](#)

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

**Invited Guests:** Attorney Pam Bass, David Seipp, Principal of Roy C. Ketcham HS, David Kedzielawa, Principal of John Jay HS, and Kurt Jesman, Athletic Director (left at 5:15 p.m.)

The meeting was called to order at 4:33 p.m. by Chairman Peggy Kelland. Chairman Kelland introduced the committee members and invited guests.

### Roll Call:

Peggy Kelland, Board Member and Committee Chair

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

Linda Rappaport Board Member

Eddy Sloslower, Board Member

Dwight Bonk, *(serving in an advisory capacity)*, Interim Superintendent & Deputy Superintendent of Human Resources

Alberta Pedro, District Clerk

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1. **Approval of Minutes** - Motion to approve the December 2, 2020 minutes.

Motion by Eddy Sloslower, second by John Lumia. Vote taken.

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

Abstain: Dwight Bonk

Motion carried.

2. **Tabled from Last Meeting**

- a. **Update on use of district marks**

Chair Kelland thanked the principals for their work on the official marks to ensure that images were original and not clipart off the internet.

Attorney Bass indicated that if the district wants to control its marks it needs to have a method to approve use. Although the marks are not under trademark, the District has rights to the marks. The district can

enter a license agreement and charge a royalty fee, as long as use of the marks benefits the district. Booster Clubs and the PTA raise funds to benefit the district. The administration needs to approve the use of its marks by all student clubs, booster clubs, PTA, etc.

The Principals and Athletic Director asked specific questions. Responses from Attorney Bass are noted below:

Q: One of the booster clubs created a different logo for the Patriots. It was not approved by the previous superintendent; however, they continue to use it. What would be the process for the use of this logo?

A: Once the Board of Education approves the district's official marks after Second Reading of the policies, regulation, and exhibit, the group would need to complete a *Use of District Marks Consent Form* and submit it to the Athletic Director and Building Principal for approval. Any change to a district mark will need to be approved by the Board of Education. In addition, since the newly created logo was created by a company, the company would need to give ownership of the logo to the district.

Q: What if a student club wants to use part of the school's name and then add "Math Club" to it?

A: Only Board-approved marks are permitted. The policy indicates that the District marks may not be altered. As such, the marks may not be redrawn, reconstructed, or modified in any way, without approval of the Athletic Director, Building Principal, and Board of Education.

It was also clarified that the district had entered into a license agreement with a particular company many years ago. The contract was signed by a previous superintendent, without Board approval. Although the contract was for a period of one year, since the Board of Education continued to accept donations from royalties, it is implied the district was in agreement. Dr. Bonk will work with Attorney Bass to ensure the district has a hand in the items that are being sold.

### **Cross-reference Related Policies**

<b>Policy</b>	<b>Discussion</b>
5251 - Student Fund Raising Activities	Attorney Bass provided the following input and recommendations to the Policy Committee:

- This policy was created when internet sales were not common in fundraising.
- The advisors need to work with the Building Principals on contracts with vendors.
- There are two ways to purchase: 1.) purchase by the district; 2.) purchase by an outside group (booster club or PTA).
- Booster Clubs can collect the money and pay the vendor. The district is not responsible.
- It is hoped that groups would seek three quotes from vendors that ensure equity (minority, small and large companies, women, etc.)
- It is not permissible, under the law, for organizations to contract with a specific vendor to purchase items and then the vendor donates a certain percentage of the proceeds back to the group.
- The traditional method (selling t-shirts face to face) and the order form method with payment (pre-order and pay the group, the group gets the item made) are acceptable.
- The fundraising scheme needs to be approved.
- The handbook should be updated and the principals should provide this information in the orientation with the advisors each year. Attorney Bass will provide a supplemental (cheat sheet) to assist in this.

The Policy Committee added the following language to the policy, as recommended by Attorney Bass:

- “Each fundraising activity of such organization needs to be approved by the building principal.”
- The “use of school resources (for example, email, copier, website, and postage)” are not permitted for fundraising activities.
- Add the words “in person” regarding fund raising projects in which students canvass the public off school grounds

8650 - School District Compliance with Copyright Law	Attorney Bass indicated that this policy should not be referenced with the District Marks policy, as it is really related to student and staff original material. The Committee agreed to table this policy for review next year, as scheduled on the Three Year Review.
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### 3. Three Year Policy Review

<b>Policy</b>	<b>Discussion</b>
4810 - Teaching About Controversial Issues	<p>The committee members noted that they liked the way the policy was written, especially including the sentence that the classroom teacher will present the materials to the Department Director for prior approval. Principals Seipp and Kedzielawa did not share any concerns about the policy. Minor grammatical changes were made.</p> <p>Motion to recommend this policy, as amended, for First Reading made by John Lumia, second by Linda Rappaport.</p> <p>Vote taken.</p> <p>Yes: Peggy Kelland, Linda Rappaport, Eddy Slosower, John Lumia, Alberta Pedro</p> <p>Abstain: Dwight Bonk</p> <p>Motion carried.</p>
4821 - School Ceremonies and Observances	<p>The committee reviewed this policy and made minor grammatical changes.</p> <p>Motion to recommend this policy, as amended, for First Reading made by John Lumia, second by Linda Rappaport.</p> <p>Vote taken.</p> <p>Yes: Peggy Kelland, Linda Rappaport, Eddy Slosower, John Lumia, Alberta Pedro</p> <p>Abstain: Dwight Bonk</p> <p>Motion carried.</p>
5220 - School-Sponsored Student Expression	<p>The committee reviewed this policy and made minor grammatical changes.</p> <p>Motion to recommend this policy, as amended, for First Reading made by John Lumia, second by Linda Rappaport.</p>

	<p>Vote taken.  Yes: Peggy Kelland, Linda Rappaport, Eddy Slosower,  John Lumia, Alberta Pedro  Abstain: Dwight Bonk  Motion carried.</p>
<p>5225 - Student  Personal Expression</p>	<p>The committee reviewed this policy and made minor grammatical changes. In addition, Attorney Bass indicated that principals need to be aware of student expression and share that school may not be the time to talk about it but they can talk about it after school. Attorney Bass shared that there is a current case before the Supreme Court that will address student on and off campus behavior. A ruling in this matter would result in changes to policy.</p> <p>Motion to recommend this policy, as amended, for First Reading made by John Lumia, second by Linda Rappaport.  Vote taken.  Yes: Peggy Kelland, Linda Rappaport, Eddy Slosower,  John Lumia, Alberta Pedro  Abstain: Dwight Bonk  Motion carried.</p>

**4. Next Meeting Date**

The Policy Committee will meet on **Wednesday, February 3 at 4:00 p.m.** A formal agenda will be forthcoming.

Motion to adjourn made by John Lumia, second by Eddy Slosower.

Vote taken.

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

Abstain: Dwight Bonk

Motion carried.

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