

Policy Committee Meeting Minutes

Wednesday, February 2, 2022

5:00 p.m.

District Office Board Room

Attendees: Peggy Kelland, John S. Morgan, Eddy Slosower, John Lumia (ex-officio), Daren Lolkema, Alberta Pedro

Guest: Dr. Michelle Cardwell, Assistant Superintendent of Curriculum & Instruction

The meeting was called to order at 5:01 p.m. by Chairman Peggy Kelland. There was no one from the community in attendance.

1. **Approval of Minutes** - Motion to approve the January 19 minutes, as stated. Motion by John Lumia, second by John Morgan. Vote taken.
Yes: Peggy Kelland, John Morgan, Eddy Slosower, John Lumia, Daren Lolkema, Alberta Pedro
Motion carried.
2. **Tabled Policies 4430, 5110, 5152 and Three Year Policy Review**

Policy	Discussion
4430 - Student Schedule and Course Loads (new regulation and exhibit)	The policy was revised to give more time to decide whether to keep or drop a course. Report cards are provided during week 11; therefore, changing it to week 15 gives students, parents, and guidance counselors the chance to discuss options for the student. Motion to recommend for First Reading. Motion by John Lumia, second by Daren Lolkema. Yes: Peggy Kelland, John Morgan, Eddy Slosower, John Lumia, Daren Lolkema, Alberta Pedro Motion carried.
5110 - Attendance Zone	The committee reviewed two different policies (the current policy with minor revisions and a policy that would eliminate requests for out-of- feeders). This year the number of requests to attend a school outside of a student's home school was low; however, in previous

	<p>years there have been over 200 requests. A number of these requests were due to the change from K-5 to K-6 configuration. Typical requests are staff requests from teachers or when a sibling requires program services at another school. The district does not provide transportation for staff requests. NYS requires transportation to the school of residence. When you change the home school through an out of feeder, the district is required to provide transportation because typically you change the “school of residence”. The district can not make a decision whether to grant an out of feeder based on transportation. The majority of parents choose to drive the student. Out-of-Feeder requests must be submitted and approved every year.</p> <p>The committee suggested adding the meaning of “WP” and “WF” in the regulation, which now reads, Withdraw Pass “WP”, and Withdraw Fail “WF”.</p> <p>The committee also briefly discussed the section on Request for a Teacher Change in the regulation. This covers the situation if a student failed a class with a specific teacher.</p> <p>Motion to recommend the current policy 5110 with revisions for First Reading. Motion by John Lumia, second by John Morgan. Yes: Peggy Kelland, John Morgan, Eddy Slosower, John Lumia, Daren Lolkema, Alberta Pedro Motion carried.</p>
<p>5152 - Admission of Non-Resident Students</p>	<p>The committee discussed that including the language “without payment of tuition” makes it seem that there is a situation where the district would accept payment of tuition, when in fact it does not. The policy needs revisions to make it clear that students need to be entering as a senior and graduating the following June. The section on <i>Former Residents</i> was revised to offer clarity:</p> <p><i>Regularly enrolled students of families who have moved out of the school district in grade 12 and who are on track to graduate by</i></p>

	<p>June of that school year may complete grade 12 without termination of enrollment payment of tuition.</p> <p>Motion to recommend for First Reading. Motion by John Morgan, second by John Lumia. Yes: Peggy Kelland, John Morgan, Eddy Slosower, John Lumia, Daren Lolkema, Alberta Pedro Motion carried.</p>
8130 - School Safety Plans and Teams	<p>There were minor grammatical changes made to the policy. Mr. Lolkema clarified that transportation safety is covered by NYS Department of Transportation bus safety guidelines. Also, after school events are not covered in the school safety plan.</p> <p>Motion to recommend for First Reading. Motion by John Lumia, second by Daren Lolkema. Yes: Peggy Kelland, John Morgan, Eddy Slosower, John Lumia, Daren Lolkema, Alberta Pedro Motion carried.</p>
8134 - Emergency Closings	<p>The committee discussed all the various communication methods the school district employs to notify the community about school closings, delays, and early dismissals. The district does still contact radio stations; however, the radio stations no longer read the lists and often refer listeners to their website. In the past, parents used to be able to call the schools to hear a recorded message; however, this has not been updated in quite a while. The district uses text message, email, and the website as a means of communication. The policy was updated to more accurately reflect the current practice.</p> <p>Motion to recommend for First Reading. Motion by John Lumia, second by John Morgan. Yes: Peggy Kelland, John Morgan, Eddy Slosower, John Lumia, Daren Lolkema, Alberta Pedro Motion carried.</p>
8140 - Unsafe School Transfer Choice	<p>Only minor grammatical changes were made to the policy. The district does not have any schools designated as a "persistently dangerous school" by the Commissioner of Education.</p>

	<p>Motion to recommend for First Reading. Motion by John Lumia, second by John Morgan. Yes: Peggy Kelland, John Morgan, Eddy Sloslower, John Lumia, Daren Lolkema, Alberta Pedro Motion carried.</p>
8330 - Authorized Use of School-Owned Materials and Equipment	<p>Only minor grammatical changes were made to the policy. This policy addresses an employee’s use of equipment. Students would fall under the Code of Conduct. The committee discussed that there were approximately 200-300 chromebooks that were not returned last school year.</p> <p>Motion to recommend for First Reading. Motion by John Morgan, second by John Lumia. Yes: Peggy Kelland, John Morgan, Eddy Sloslower, John Lumia, Daren Lolkema, Alberta Pedro Motion carried.</p>
8635 - Information Security Breach and Notification	<p>Only minor grammatical changes were made to the policy. Education Law 2d has been around for approximately two years. There is an annual training element regarding malware and the district introduced a “fake” malicious email into the system to test staff. The district firewall has good intrusion detection on it to protect the district.</p> <p>Motion to recommend for First Reading. Motion by John Morgan, second by John Lumia. Yes: Peggy Kelland, John Morgan, Eddy Sloslower, John Lumia, Daren Lolkema, Alberta Pedro Motion carried.</p>

3. Policies Tabled to the Next Committee Meeting

- **4710 - Grading**

Discussion: The committee discussed how the report cards for the elementary level are not understood by some parents. It doesn’t tell parents what they need to do. The district has used a 1, 2, 3, 4 grading system for many, many years. It has been a standards-based report card on a 1-4 scale for a long time. The only things that changed were the

anchor standards for ELA, Math, Social Studies, and Science. Two years ago the report card committee discussed different options. It was reviewed by teachers and parents, and at that time they did not recommend changing the grading scale. The district has provided professional development support and workshops to help inform teachers about using data to complete the report cards and to get that information out to families. There is a K-6 website that could be used as a resource for parents on the report cards and standards-based grading. Perhaps the district needs to advertise it better to our families.

- **4730 - Homework** - *no discussion*
- **4740 - Honor Roll** - *no discussion*

Motion to table policies 4710, 4730, 4740 to the next committee meeting.

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

Yes: Peggy Kelland, John Morgan, Eddy Sloslower, John Lumia, Daren Lolkema, Alberta Pedro

Motion carried.

4. **Next Meeting Date**

The next Policy Committee Meeting will be on **Wednesday, March 2 at 5:00 p.m. in-person at the District Office**. The agenda will include policies from the Three Year Review related to Human Resources, as well as the tabled policies. Dr. Michelle Cardwell and Renee Harris will be invited to attend.

5. **Adjournment**

Motion to adjourn made by John Morgan, second by Eddy Sloslower. Vote taken.

Yes: Peggy Kelland, Daren Lolkema, Alberta Pedro

Motion carried.

The meeting was adjourned at 6:15 p.m.