

MEETING MINUTES

Policy Committee Meeting

Date	Start Time	End Time	Next Meeting	Next Time	Prepared by
10/20/2021	7:00 p.m.	9:00 p.m.	12/15/21	7:00 p.m.	K. Meyer

Attendees	
School Board M. Bleefeld, Chair D. Frank A. Ginsburg	Wissahickon School District J. Crisfield M. Dawan D. Hey K. Meyer

Summary of Meeting	
	In year 2 of the board policy manual review, the committee will review all employee-related policies (300, 400, and 500 series) in four parts, this is part 1. The goal is to consolidate the employee-related policies into one series, 300s, as appropriate. The 300s section is renamed from 'Administrative Employees' to 'Employees,' and eventually, 400s and 500s sections will be incorporated into the 300s section and/or eliminated from the policy manual.
1.	Policy 302 Employment of Superintendent
	The committee discussed the substantial revisions to this policy. This policy was last reviewed and revised in 2002. The revised version aligns with the current legal requirements for the employment of a Superintendent. <i>This policy will be brought forward for First Reading on October 25, 2021.</i>
2.	Policy 303 Employment of Assistant Superintendent
	The committee discussed the substantial revisions to this policy. This policy was last reviewed and revised in 2002. The revised version aligns with the current legal requirements for the employment of an Assistant Superintendent. <i>This policy will be brought forward for First Reading on October 25, 2021.</i>
3.	Policy 304 Employment of District Staff
	The committee reviewed the revised policy that combines all three employment groups: administrators, professional staff, and support staff. Policies 404, 502, and 504 will be deleted from the policy manual. <i>This policy will be brought forward for First Reading on October 25, 2021.</i>
4.	Policy 304.1 Staffing of Co-Curricular Programs
	The committee reviewed the one revision to this policy. This policy is renumbered from Policy 404.2A to Policy 304.1. <i>This policy will be brought forward for First Reading on October 25, 2021.</i>
5.	Policy 306 Employment of Summer School Teachers

	This policy is renumbered from Policy 406 to Policy 306. The previous version of this policy focused solely on absences by summer school teachers. In its revised version, this policy expands beyond absences and addresses the employment of summer school teachers. <i>This policy will be brought forward for First Reading on October 25, 2021.</i>
6.	Policy 307 Student Teachers and Interns
	This policy is revised substantially to address the current laws and regulations for student teachers and interns within our schools. Specifically, the board policy now incorporates language that was previously included in the administrative guidelines. This policy is renumbered from Policy 407 to Policy 307. <i>This policy will be brought forward for First Reading on October 25, 2021.</i>
7.	Policy 309 Assignment and Transfer
	This policy represents assignment and transfer provisions for all employees – administrative, professional, and support staff. The differential language in policies 409 and 509 is merged into this Policy 309. Policies 409 and 509 will be deleted from the policy manual. <i>This policy will be brought forward for First Reading on October 25, 2021.</i>
8.	Policy 311 Reduction in Staff
	This policy represents the reduction in staff provisions for administrative staff, professional staff, and support staff. The differential language in Policy 411 and Policy 511 is merged into the revisions for Policy 311. These additions include seniority determination for professional employees; reduction from full-time to part-time status; and reinstatement for suspended employees. Policy 411 and Policy 511 will be deleted from the policy manual. <i>This policy will be brought forward for First Reading on October 25, 2021.</i>
9.	Policy 218.1 Weapons
	The committee discussed the new legal requirements for district threat assessment teams, effective for the 2021-2022 school year. This policy is revised to direct staff to report students, who exhibit threatening behaviors in possession of a weapon to other students, staff, and the community at-large, to the threat assessment team. <i>This policy will be brought forward for First Reading on October 25, 2021.</i>
10.	Policy 236.1 Threat Assessment
	The committee discussed this new policy drafted by PSBA, in coordination with the PCCD School Safety and Security Committee, to assist districts with implementing and formalizing the compliance elements and procedures for threat assessment team(s) in their schools. This policy addresses the new requirements in PA School Code, Act 18 of 2019, which include inquiry and assessment, response and intervention, and monitoring and management. The district’s threat assessment team includes School Safety and Security Coordinator, district administrators, Student Services director, special education supervisors, building principals, district nurse, and communications coordinator. <i>This policy will be brought forward for First Reading on October 25, 2021.</i>
11.	Policy 247 Hazing
	This policy is revised to address the new legal requirements for district threat assessment teams. This policy is revised to direct staff to report students, who exhibit threatening behaviors toward other students, staff, or the community at-large, to the threat assessment team. <i>This policy will be brought forward for First Reading on October 25, 2021.</i>
12.	Policy 249.1 Bullying/Cyberbullying
	This policy is revised to address the new legal requirements for district threat assessment teams. This policy is revised to direct staff to report students, who exhibit threatening

	behaviors toward other students, staff, or the community at-large, to the threat assessment team. <i>This policy will be brought forward for First Reading on October 25, 2021.</i>
13.	Policy 805 Emergency Preparedness and Response
	This policy is revised with one new policy reference to correspond with the new policy, Policy 236.1 Threat Assessment. <i>This policy will be brought forward for First Reading on October 25, 2021.</i>
14.	Policy 805.2 School Security Personnel
	This policy is revised to reflect the requirements for the School Safety and Security Coordinator to participate in the threat assessment team, and inclusion of threat assessment information in the annual school safety and security report to the board. Additionally, there are new provisions to address the background investigation and employment requirements for our school security personnel, such as School Resource Officers and security guards. Under the new requirements of Act 57, school entities who employ school police or school security guards meet the definition of a "law enforcement agency" and must comply with the requirements for completing a background investigation prior to an offer of employment, as well as conducting a separation record review following an offer of employment. These new requirements comply with the law, regulations and the procedures of the PA Municipal Police Officers' Education and Training Commission (MPOETC). These requirements are in addition to the standard background check certifications and employment history review required for school employees under the School Code. <i>This policy will be brought forward for First Reading on October 25, 2021.</i>
15.	Policy 006 Meetings
	The committee discussed its new public meeting format, which will accommodate hybrid and/or virtual meetings. This includes special public meetings and committee meetings, too. In addition, the revisions include updates to the Sunshine Act, which dictate how we must publicly provide our complete Board agenda before each meeting. We already do these things, and now, we are just formalizing it into the policy. <i>This policy will be brought forward for First Reading on October 25, 2021.</i>
16.	Policy 006.1 Meetings via Electronic Communications
	This is a new policy for our Board. It standardizes the expectations for school directors' participation via Zoom during a public meeting. As such, it requires school directors to inform the Superintendent and Board President at least three days before the meeting of their request to attend virtually. <i>This policy will be brought forward for First Reading on October 25, 2021.</i>
17.	Policy 903 Public Participation at Public Meetings
	The committee discussed which groups are eligible to make public comments; and it was determined that all of these groups, as listed in the policy, may make a public comment during a public meeting. In addition, there is new language that describes how community members register for a public comment either in-person or virtually. <i>This policy will be brought forward for First Reading on October 25, 2021.</i>
18.	Policy 404 Employment of Professional Staff
	It is recommended to delete this policy at this time. The provisions in the policy are represented in Policy 304 Employment of District Staff. <i>This policy will be brought forward for First Reading on October 25, 2021.</i>
19.	Policy 409 Assignment and Transfer

	It is recommended to delete this policy at this time. The provisions in the policy are represented in Policy 309 Assignment and Transfer. <i>This policy will be brought forward for First Reading on October 25, 2021.</i>
20.	Policy 411 Seniority Process for Professional Staff Reduction in Force
	It is recommended to delete this policy at this time. The provisions in the policy are represented in Policy 311 Reduction in Staff. <i>This policy will be brought forward for First Reading on October 25, 2021.</i>
21.	Policy 502 Role of Skilled Services Staff in Support of Instructional Program
	It is recommended to delete this policy at this time. The provisions in the policy are represented in Policy 304 Employment of District Staff. <i>This policy will be brought forward for First Reading on October 25, 2021.</i>
22.	Policy 504 Employment of Classified Staff
	It is recommended to delete this policy at this time. The provisions in the policy are represented in Policy 304 Employment of District Staff. <i>This policy will be brought forward for First Reading on October 25, 2021.</i>
23.	Policy 509 Assignment and Transfer
	It is recommended to delete this policy at this time. The provisions in the policy are represented in Policy 309 Assignment and Transfer. <i>This policy will be brought forward for First Reading on October 25, 2021.</i>
24.	Policy 511 Reduction in Staff
	It is recommended to delete this policy at this time. The provisions in the policy are represented in Policy 311 Reduction in Staff. <i>This policy will be brought forward for First Reading on October 25, 2021.</i>
25.	Public Comments
	There are no public comments.