

**Draft Pending Committee Approval  
Policy Committee Meeting  
Thursday, February 18, 2016  
TE Administrative Offices, Room 200  
7:00 p.m.**

**Attending all or part of the meeting:**

**Board Committee Members:** Kevin Buraks, Chair; Todd Kantorczyk, Kate Murphy, Ed Sweeney

**Other Board Members:** Michele Burger

**T/E School District Representatives:** Rich Gusick, Ken Roos, Mike Szymendera, Andrea Chipego and Mark Cataldi

**Community Members:** None

**Approval of the Minutes:** The minutes of the January 21, 2016 meeting were approved.

**Public Comment:** None

**Review of Policies for 2<sup>nd</sup> Reading:**

After review and discussion, it was recommended that each of the following Policies be sent to the Board of School Directors for a second reading at their meeting on February 22, 2016.

**Policy 4340: Electronic Communication Devices: Use by Employees**

Revisions include moving wording from the Regulation into the Policy. District employees are discouraged from holding and using a cell phone or other electronic communication device while operating a motor vehicle on school business while it is in motion. District employees are prohibited from holding and using a cell phone or other electronic communication device while using power machinery on District property.

**Information**

None.

**Follow Up from Previous Policy Committee Meeting**

**Policy 7100 Gifts and Bequests to the District**

Revisions to this Policy include the District not accepting memorials paying tribute to deceased community members. However, the Board will acknowledge gifts and monetary contributions to the general fund with a statement identifying the donor or person in whose name the donation was made at a public Board meeting. The Policy will be sent to the Board of School Directors for a first reading at their meeting on February 22, 2016.

**Regulation 6193 Web Content, Hosting and Maintenance**

Further revisions to this Regulation consist of emphasizing non-District webpages and links are permitted only if the content relates to curriculum, instruction or school authorized activities. In addition, the updated District's media consent form which requires parental permission to post student work, student photographs and student first and last names on web pages will be included as an attachment to the Regulation.

### **Regulation 5436 Reporting Suspected Child Abuse.**

Revisions to the exhibit of this Regulation provide clarity to the existing procedures. Once a mandated report is filed with ChildLine and reported to police, District staff should not investigate any further unless it is deemed necessary by the specific circumstances. While the law requires police notification for only certain types of abuse, the District practice of filing a police report for every ChildLine report was written into the procedures. When there is visible trauma to a student and it is necessary to preserve potential evidence of suspected child abuse, a school nurse or other school official may take photographs of the area/s reported by the student. Photographs in these circumstances will be done in the presence of another adult and provided to the county agency.

### **Policies and Regulations for Review and Discussion**

#### **Policy and Regulation 7080: Naming of Buildings and Improvements on District Property**

The revisions to this Policy include renaming it from its original title of Naming of Facilities. Buildings and improvements on District property shall be given names which are indicative of the area in which they are located and not named after individuals or groups. The Policy will be sent to the Board of School Directors for a first reading at their meeting on February 22, 2016.

#### **Regulation 5406: Administration of Medication to Students**

The secure storage of the opioid antagonist, Naloxone (Narcan) was added to this Regulation. The drug will be maintained at each school in the nurse's office and only administered by school nurses, who will complete District-approved training.

### **Other**

The 2016 goals for the Committee were established as follows:

1. To identify and examine critical issues facing the District from a Policy perspective.
2. To review existing Policies and develop new Policies in response to legal requirements, administrative recommendations, Board priorities, community input, and external issues.
3. To communicate Policy revisions or new Policies to stakeholders via webpage postings, email messages, and oral reports at Board meetings.
4. To continue with a cyclical review of Board policies in determining if policies should be revised, updated or repealed.

### **Adjournment:**

This meeting was adjourned at 9:00 p.m.

### **Future Meetings**

Future Policy Committee Meetings are scheduled for 7:00 p.m. on March 17, 2016, April 21, 2016, May 19, 2016 and June 9, 2016. Please visit the District website at [www.tesd.net](http://www.tesd.net) for updated information on Board committee meeting dates, times, locations and agendas. All meetings are held at the Tredyffrin/Easttown Administration Offices, 740 West Valley Road, Suite 1700, in Room 200.