

**Draft Pending Committee Approval
Policy Committee Meeting
Thursday, April 20, 2017
T/E Administrative Offices, Room 200
7:00 p.m.**

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

Other Board Members: Doug Carlson, Michele Burger

T/E School District Representatives: Rich Gusick, Ken Roos, Mark Cataldi, Kevin Pechin, Jeanne Pocalyko

Community Members: Doug Anestad, Brendan Arnott, Scott Carpenter, Heather Ward, Jason Wilder, Jeanie Ulicny, Nicole Scherer, Andy Simpson, Cissy Ming, Nicole Brennan, Demer Holleran, Jennifer Arnott

Approval of Minutes: The minutes of the March 16, 2017 meeting were approved.

Public Comment

Nicole Brennan commented on Policy and Regulation 5311: Eligibility for Participation in School-Related Activities.

Brendan Arnott commented on Policy and Regulation 5311: Eligibility for Participation in School Related Activities.

Scott Carpenter commented on Policy and Regulation 5311: Eligibility for Participation in School-Related Activities.

Andy Simpson commented on Policy and Regulation 5311: Eligibility for Participation in School-Related Activities.

Doug Anestad commented on Policy and Regulation 5311: Eligibility for Participation in School-Related Activities.

Doug Anestad commented on Regulation 6147: Recognition of Athletic Clubs.

Nicole Scherer commented on Policy and Regulation 4520: Tutoring for a Fee.

Heather Ward commented on Policy and Regulation 4520: Tutoring for a Fee.

Doug Anestad commented on Policy and Regulation 4520: Tutoring for a Fee.

Doug Anestad commented on Policy and Regulation 4035: Attire and Appearance.

Nicole Scherer commented on Policy and Regulation 4035: Attire and Appearance.

Review of Policies for 2nd Reading

After review and discussion, it was recommended that the following Policy be sent to the Board of School Directors for a second reading at their meeting on April 24, 2017.

Policy and Regulation 4200: Absences and Leaves Due to Illness, Injury and Disability

This Policy and Regulation establishes that the District pays an employee for each full or partial day of absence due to illness, injury or disability to the extent required by law and by contractual agreements.

Revisions were made, for clarification, to the section in the Policy on sick leave for employees not covered by group or individual contracts. No change in the total amount of accrued paid sick leave entitlement was made. Additional wording was added to the Regulation in the event that an employee did not submit to or furnish a required medical certification while out on leave. While on paid leave, employee's insurance coverage is maintained and vacation and sick leave accrue.

Policy and Regulation 4850: Holidays – Hourly Employees

Revisions to the Policy and Regulation include the new title of “Holidays – Non-Instructional Employees Who Are Not Members of a Collective Bargaining Unit.” Non-instructional employees who are not members of a collective bargaining unit are entitled to paid holidays. Holidays are designated by the District. To qualify for pay for a holiday designated by the District, an employee must work the day before the holiday and the day after the holiday, unless on an excused paid absence. The section in the Regulation on overtime for District Office employees was moved to the new Policy and Regulation 4822: Calculation of Overtime Compensation.

Policy and Regulation 4822: Calculation of Overtime Compensation

Language from Policy and Regulation 4850: Holidays – Hourly Employees was relocated to this new Policy and Regulation, which specifies that only actual hours worked count in computing the 40-hour week for overtime computation. Approved sick, holidays, vacation, and/or paid personal days count as actual hours worked in such computation. This provision is necessary in light of the "flex time" schedule made available only to employees whose primary workplace is the District's central administration building.

Information

None

Follow Up from Previous Policy Committee Meeting

Policy and Regulation 5311: Eligibility for Participation in School-Related Activities and

This Policy and Regulation were previously discussed at the last two meetings of the committee. Policy 5311 was suspended at the February 27, 2017 meeting of the Board of Directors to the extent that it restricts a private school student from participating in District recognized club sports, excluding sports that are already offered at the private school the student is attending. Community representatives from the club sports organizations shared information about their teams and roster cuts, as well as their governing bodies. The proposed revisions to the Policy and Regulation will allow District students, who previously played on a Conestoga High School club sport team but do not attend Conestoga High School, to participate at the discretion of the club sport, unless the school they attend fields a team in that sport. The Regulation outlines participation eligibility for students enrolled in private schools, Intermediate Unit placements, approved private schools, non-traditional placements, other alternative placements and charter schools, as well as students who are home schooled or on homebound instruction. The Policy will be sent to the Board of School Directors for a first reading at their meeting on April 24, 2017.

Regulation 6147: Recognition of Athletic Clubs

Revisions to the Regulation include the new number of 6146.1, so that it directly connects to the existing Policy and Regulation 6146: Student Athletics. The Regulation specifies the requirements for athletic clubs seeking school recognition and club status. Revisions include the District reserving the right to remove an individual as an advisor/coach and the provision that all recognized athletic clubs must adhere to a District approved athletic manual containing Policies, Regulations, and procedures.

Policies and Regulations for Review and Discussion

Policy and Regulation 6146: Student Athletics

This Policy and Regulation were discussed and will be brought back to the committee after further review.

Policy and Regulation 4520: Tutoring for a Fee

The Policy was last revised in January 2017. New changes reflect a clarification that this Policy does not apply to after-school activities sponsored by the District or an elementary school-based parent organization. Furthermore, tutoring does not include providing group-based art or physical education activities for elementary school students that are approved by the District.

Policy and Regulation 4035: Attire and Appearance

Revisions to the Policy were last made in February 2017, along with the newly created Regulation. The Regulation provides guidelines to appropriate dress and appearance for employees and specifies restrictions to the promotion of religion and political advocacy. Further revisions to the Regulation provide explanation regarding employees and political advocacy. Employees who are acting on behalf of the school, or who are reasonably perceived to be representing the school both while on duty and during non-working hours, must maintain political neutrality. No revisions to the Policy were recommended.

Future Meetings

The remaining scheduled meeting for the 2016-2017 school year will be held on Thursday, May 18, 2017 at the Tredyffrin/Easttown Administration Offices, 940 West Valley Road, Suite 1700, in Room 200 at 7:00 p.m.

Adjournment

The meeting adjourned at 9:12 PM.

2017 Policy Committee Goals:

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