

**Draft Pending Committee Approval  
Policy Committee Meeting  
Thursday, January 21, 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, Virginia Lastner

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

**Community Members:** Doug Anestad, Peter Simon

**Approval of the Minutes:** The minutes of the November 12, 2015 meeting were approved.

**Public Comment:**

Doug Anestad commented on Policy 4031, Policy & Regulation 4340, Policy and Regulation 1124, Regulation 5401, Policy 7100, Regulation 4511, and Regulation 5117.

Paul Simon commented on Policy and Regulation 1124 and Policy 7100.

**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 January 25, 2016.

**Policy 6193: Web Content, Hosting and Maintenance**

This Policy reflects the updated media consent form, which requires parental permission to post student work, student photographs and student first and last names on web pages. Events that are open to the public are not intended to be part of this Regulation or the media consent form. These public events are subject to media coverage, including publication on the media outlet's web site or social networking sites.

**Policy 4031: Resignations from Employment**

This new Policy governs separation from the District due to resignation, which includes resignations in lieu of termination, negotiated resignations, resignations for purposes of retirement and all other forms of voluntary resignations. The Superintendent is authorized to accept resignations in a timely manner without further Board action. Resignations shall be listed in the consent agenda at the next regular Board meeting.

**Information**

None.

**Follow Up from Previous Policy Committee Meeting**

**Policy and Regulation 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. This Policy will be sent to the Board of School Directors for a first reading at their meeting on January 25, 2016.

### **Policy 1124: Distribution of Promotional Information**

This Policy was reviewed and no revisions were suggested. Revisions to the Regulation include adding ARCH, BUILD, FLITE, T & E CARE, Daemion Counseling Center, and the Children's Dental Clinic to Class B groups. These groups have a strong partnership with the District and help to support District students and families.

After review and discussion the following Policy and Regulation will be revised and presented at the next Policy Committee meeting.

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

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

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

#### **Regulation 5401 Student Discipline**

Revisions to this Regulation were made to the section on Protocol for Risk Assessment of Threatening Behaviors. The existing requirement was that a mental health assessment had to be completed by a certified child and adolescent psychiatrist. Revisions include that the certified child and adolescent psychiatrist must be District selected or approved. An option of a District selected or approved qualified mental health professional will be added as well.

#### **Regulation 4511 Non-District-Sponsored Student Travel/Tours**

This is a new Regulation to reflect the existing Policy. District employee sponsors or chaperones of a non-District trip must adhere to the established provisions. The District assumes no responsibility for non-District sponsored trips. The title of the corresponding Policy will be revised to be the same as the Regulation.

#### **Regulation 5117 Student Travel**

Revisions to this Regulation specify that a travel request of more than 5 school days but no more than 20 school days must meet the established conditions of Principal recommendation and Superintendent approval for a student to be excused legally. Any absences in excess of the approved number of days of an approved long-term absence shall be regarded as unexcused.

#### **Regulation 5113 Procedures for Enforcing School Attendance**

Revisions to this Regulation reflect that the Superintendent can approve an attendance plan necessitated by rare and extraordinary circumstances.

### **Other**

2016 Policy Committee Goals

The goals for the Committee will be discussed at the next meeting.

### **Additional discussion:**

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

Revisions to 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.

### **Adjournment:**

This meeting was adjourned at 9:34 p.m.

**Future Meetings**

Future Policy Committee Meetings are scheduled for 7:00 p.m. on February 18, 2016, 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.