Policy Committee Meeting October 24, 2018

Committee Members Present

Mr. Dennis Weldon, Chairperson Mrs. Sharon Collopy, Member

Dr. John Kopicki, Superintendent

Committee Members Not Present

Mr. John Gamble, Member

Dr. Nicole Young, Member

Others in Attendance

Mr. Glenn Schloeffel, Board President

Dr. Nadine Garvin, Asst. Superintendent

Mrs. Beth Darcy, Board Member

Ms. Andrea DiDio-Hauber, Director of Human Resources

Mrs. Jodi Schwartz, Board Member

Mr. Jeffrey Garton, District Solicitor

Mrs. Tracy Suits, Board Member

The meeting was called to order at 7:43 p.m.

PUBLIC COMMENT

There was no public comment.

REVIEW OF MEETING NOTES

The September 26, 2018 Policy Committee Meeting minutes were reviewed.

INFORMATION/DISCUSSION ITEMS

TOPIC	<u>NOTES</u>	FOLLOW UP
Policy 908 – Relations	Dr. Kopicki noted the policy needs further	Tabled for further review
with Parents	review before the Committee begins	
	discussion. Mrs. Collopy registered an	
	objection to the phrase "The Board feels",	
	stating the Board takes action, does not	
	maintain "feelings" about issues. She also	
	indicated she would like to see included in	
	the policy an indication that – rather than	
	the parents having ultimate responsibility	
	for their child's behavior, the child has	
	ultimate responsibility for their own	
	behavior.	
Policy 329 – Substitute	This policy will delete Policies 429 & 529,	Move to First Read
Compensation	language is now covered under draft Policy	
	305	
Policy 429 – Per Diem	language is now covered under draft Policy	Delete
Substitute Compensation	305	
Policy 529 – Substitute	language is now covered under draft Policy	Delete
Compensation	305	
Policy 330 – Overtime	Proposed policy will not be adopted.	Move to First Read
	Current Policy 530 will be adopted as Policy	
	330 with the following change: Section title	
	should now be 300 Employees	

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Policy 530 – Overtime	Delete - Now becomes Policy 330	Delete
Policy 330.1 –	Proposed policy will not be adopted.	Move to First Read
Compensatory Time	Current Policy 530.1 will be adopted as	
	Policy 330.1 with the following change:	
	Section title should now be 300 Employees	
Policy 530.1 –	Delete - Now becomes Policy 330.1	Delete
Compensatory Time	,	
Policy 331 – Job Related	Keep current Policy 331 with the following	Move to First Read
Expenses	changes: Section title should be 300	
,	Employees. Under Guidelines – second	
	sentence should read: Use of a personal	
	vehicle for approved purposes is	
	reimbursable at an amount not to exceed	
	the IRS Standard Mileage Rate	
Policy 431 – Job Related	Delete – now covered by Policy 331	Delete
Expenses	Belete How covered by Folicy 331	Belete
Policy 531 – Job Related	Delete – now covered by Policy 331	Delete
Expenses	Delete How covered by Folley 331	Delete
Policy 332 – Working	Adopt proposed policy with the following	Move to First Read
Periods	change: Under Delegation of	INOVE to First Read
renous	Responsibility , third sentence should read:	
	•	
	During the times students are in	
	attendance, professional staff may be	
	assigned, distributed equitably when	
	possible, at the discretion of the building	
D. II. 400 W. I.	principal.	5.1.
Policy 432 – Working	Delete – now covered by Policy 332	Delete
Periods		
Policy 333 – Professional	Adopt proposed policy with the following	Move to First Read
Development	changes: Under Authority , second	
	paragraph: Change "The Board directs" to	
	"The Board encourages". Under	
	Guidelines/Graduate/Special Courses, first	
	paragraph: Change "Documentary evidence	
	of satisfactory completion of all" to	
	"Documentary evidence of Grade B or	
	better of all". Third paragraph under	
	Guidelines/Graduate/Special Courses	
	should end "Superintendent or designee".	
	Under Guidelines/ Professional Education	
	Plan should begin "The Superintendent or	
	designee shall appoint". Under	
	Guidelines/ Professional Education Plan the	
	second and third paragraph should begin	
	"The Superintendent shall ensure" and	
	"The Superintendent may approve".	
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	Paragraph four should read "of credits or	
	hours, the Superintendent or designee may	
	disapprove"	
Policy 433 – Professional	Delete – now covered by Policy 333	Delete
Development	Belete How covered by Folloy 333	Belete
Policy 334 – Sick Leave	Adopt proposed policy with the following	Move to First Read
John Sick Leave	changes: Under Authority , the first	Wove to First Read
	sentence should read: "Board policy for	
	administrative, professional and support	
	employees shall ensure". The third	
	paragraph should begin: "The	
	Superintendent or designee reserves the	
	right". Under Delegation of	
	Responsibility the first sentence should	
	read: "The Superintendent or designee may	
	report"	
Policy 434 – Sick Leave	Delete – now covered by Policy 334	Delete
Policy 534 – Sick Leave	Delete – now covered by Policy 334	Delete
Policy 335 – Family and	Keep current Policy 335 with the following	Move to First Read
Medical Leaves	changes: Section title should be 300	
	Employees. Under Delegation of	
	Responsibility: Add section above	
	Employee's Responsibilities: add –	
	Employer Responsibility: When the	
	employer becomes aware of an employee's	
	possible need for FMLA, the	
	supervisor/principal shall direct the	
	employee to contact Human Resources".	
	Mr. Weldon expressed frustration that	
	PSBA does not provide red-lined	
	documents, stating the process of	
	reviewing policies is made more difficult	
	because the documents do not accurately	
	reflect proposed language	
	, , , , , , , , , , , , , , , , , , , ,	
	changes/additions/deletions. Ms. DiDio-	
	Hauber will contact PSBA to inquire about	
	red-lined documentation.	
Policy 435 – Family	Delete – now covered by Policy 335	Delete
Medical Leave		5.1.
Policy 535 – Family	Delete – now covered by Policy 335	Delete
Medical Leave		
Policy 336 – Personal		DO NOT ADOPT
Necessity Leave		
Policy 337 – Vacation		DO NOT ADOPT

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Policy 338 – Sabbatical Leave	Adopt proposed policy with the following change: Under Authority , delete the word "certificated".	Move to First Read
Policy 438 – Sabbatical Leave	Delete – now covered by Policy 338	Delete
Policy 338.1 – Compensated Professional Leaves	Adopt proposed policy with the following changes: Under Purpose , first sentence: remove "certificated". Under Documentation , last paragraph/last sentence should be "Failure to submit required reports on time shall result in forfeiture of monies paid by the district, and the district will require monies returned to the district in full". Under Commitment of Employee , the last sentence should read "Employees shall submit required reports on time or forfeit all compensation and benefits. The district will require monies returned to the district in full".	Move to First Read
Policy 438.1 – Compensated Professional Leaves	Delete – now covered by Policy 338.1	Delete
Policy 339 – Uncompensated Leave	Adopt proposed policy with the following changes: Under Guidelines /Application – the first sentence should end "to the Superintendent or designee". Under Guidelines /Commitment of Employee, the last sentence should read "Stipends for living expenses are not considered compensation. If an employee is found to be gainfully employed outside the district during this time, the employee may be subject to disciplinary action up to and including termination".	Move to First Read
Policy 439 – Uncompensated Leave	Delete – now covered by Policy 339	Delete
oncompensated Leave		

FUTURE MEETING SCHEDULE

The scheduled date for the next Policy Committee meeting is November 28, 2018.

ADJOURNMENT

The meeting was adjourned at 8:36 p.m.