



Citizens' Policy Committee Minutes

Wednesday, April 1, 2015
6:00 p.m. – 7:00 p.m.
Administration Building

Attendees: Dr. Jennifer Polinchock, Mr. Michael Borkowski, Ms. Katie Braun, Ms. Julie Henrich, Mr. Scott Huber, Mr. Ken Karff, Miss Jessica Lee, Mrs. Becky MacInnes, Mrs. Christy Matik, Mr. Brian Swank, and Mrs. Maggie Yaure

Topic	Notes	Follow Up
1. Welcome		
2. Minutes:	The minutes for the meeting held March 4, 2015 were reviewed and approved.	
3. Revisit Policy 815.1 Internet Usage, Social Media, Websites, Electronic Communications and Electronic Data, Files and Records	<p>Dr. Polinchock shared that the Policy 815.1 INTERNET USAGE, SOCIAL MEDIA, WEBSITES, ELECTRONIC COMMUNICATIONS, AND ELECTRONIC DATA, FILES AND RECORDS has been revised to revisit portions of the policy that relate to technology in the classroom as the District transitions to Canvas. Canvas allows safe and monitored communication.</p> <ul style="list-style-type: none"> - Employees need to understand that they are representatives of the district even when they are not in the school buildings. - Teachers are required to let the principal know if they are “friends” with parents or students on social media. - Administrators are required to let the Director of Human Resources know if they are “friends” with subordinate employees on social media. - This policy will go before the full Board for initial presentation at their April 7, 2015 School Board meeting. 	
4. Review of Policies in Section 100:	<ul style="list-style-type: none"> - Policy 100 Comprehensive Planning – the committee didn’t have any questions about the policy as it is written. Dr. Polinchock explained that the Comprehensive Plan is basically a process spelled out by the Pennsylvania Dept. of Education (PDE) to ensure the district’s compliance with the process. A liaison at the BCIU works through this procedure with us as we outline what we will achieve over the next 6 years. The 	

	<p>district is currently including the community in our Comprehensive Steering Planning committee, keeping in mind that all three regions of the district are represented on the committee. The committee approved this policy as it is written.</p> <ul style="list-style-type: none"> - <u>Policy 101. Mission Statement</u> – The committee approved this policy as it is written. - <u>Policy 105. Curriculum Development</u> – This policy speaks to how we develop curriculum. There is a cycle for reviewing curriculum. Funds are available on a rotation and each department needs to be up to date. Committees are formed to evaluate the needs of the district and to ensure that every department and every subject has room for improvement. Planned course outlines should be updated whenever there is a change in standards. We need to ensure opportunities are in place for ESL students, gifted students, regular education students and student with disabilities. Curriculum can be revised at any time, but curriculum should always be up to date. The committee approved this policy as it is written. - <u>Policy 105.1 Curriculum Review by Parents/Guardians and Students</u> – The committee approved this policy as it is written. - <u>Policy 105.2 Exemption from Instruction</u>- The policy is acceptable to the committee as written. A question came up as to whether the district receives many requests for exemption from instruction. Answer: the district doesn't get many requests for exemption from instruction, but they do receive some requests for their child to be exempt from taking the PSSA tests, with the rationale being for religious reasons. Some people find some aspects of biology, history, literature and/or health class as a reason to request and exemption from that class for their child. - <u>Policy 105.3 Animals in the Classroom for Educational Purposes</u> – The policy is brief and was approved by the committee. The Administrative Regulations (ARs) that accommodate this policy address the need for principal permission, an instructional purpose, will address allergies and a notice to parents that there will be an animal in the classroom. - <u>Policy 107 Adoption of Planned Instruction</u> –The committee approved this policy as written. The Board approves the curriculum. - <u>Policy 108 Adoption of Textbooks</u> – This policy addresses age appropriate and grade appropriate materials to meet goals for students. This prohibits teachers from purchasing their own books and teaching outside of the curriculum. The committee approved this policy as it is written. - <u>Policy 109 Resource Materials</u> – This policy addresses resource materials used outside of textbooks. These 	
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	<p>materials go through an approval process. The committee approved this policy as it is written.</p> <ul style="list-style-type: none">- Policy 109.1 School Libraries – The ARs outline the procedures the librarians go through to choose books. The librarians always keep in mind what is age appropriate and what is instructional. Also, we make every effort for students to return books. If students don't return books, there are consequences, but no overdue fees are collected. Students who lose a book must pay to replace the book. The committee approved this policy as written.	
6. Adjournment	Next Meeting Date: Wednesday, June 3, 2015 – 6:00 pm	