



# Citizens' Policy Committee Minutes

**Wednesday, March 2, 2016**  
**6:00 p.m. – 7:00 p.m.**  
**Administration Building**

Attendees: Kati Driban, Dr. Jennifer Polinchock, Andrew Drago, Jim Ford, Nick Griffin, Julie Henrich, Scott Huber, Becky MacInnes, Christine Richie

Topic	Notes	Follow Up
1. Welcome		
2. Minutes:	Reviewed and approved the minutes from January 13, 2016.	
3. Summary of Policy Review:	<ul style="list-style-type: none"> <li>- Ms. Driban shared that we are attempting to move through the policy book prior to the end of the year, which means that we will be reviewing large groups of policies at the committee meetings using a rigorous schedule.</li> <li>- Ms. Driban asked the committee members to let Colleen know how each committee member would like the policies provided prior to each meeting (via thumb drive, email or paper copy).</li> <li>- Ms. Driban explained that the agendas will include several policies that are primarily governed by law, and a few policies that will generate quite a bit of discussion.</li> <li>- Ms. Driban explained to the committee that the process for policy approval will involve two Board meetings instead of three Board meetings.</li> <li>- Policy review will occur on a three year cycle.</li> </ul>	
4. Policies: Where are they now?	<p>On February 23, 2016, the Centennial School District Board of School Directors APPROVED Policy 117. Homebound Instruction.</p> <p>On February 23, 2016, the Centennial School District Board of School Directors accepted the policies presented for DISCUSSION: Policy 304. Employment of District Staff; Policy 331. Job Related Expenses; Policy 338. Sabbatical Leave and Policy 351. Drug/Alcohol Testing for Employees.</p> <p>On March 8, 2016, the Centennial School District Board of School Directors ADOPTED the following Policies: Policy 304. Employment of District Staff; Policy 338. Sabbatical Leave and Policy 351. Drug/Alcohol Testing for Employees.</p>	

	<p>On March 8, 2016, the Centennial School District Board of School Directors approved the Policies presented for INITIAL DISTRIBUTION/DISCUSSION: Policy 206. Assignment within District, Policy 810. Transportation, Policy 810.1 Drug and Alcohol Testing - Covered Drivers, Policy 108. Adoption of Textbooks, Policy 109. Resource Materials, Policy 109.1 School Libraries, Policy 110. Instructional Supplies, Policy 110.1 Use of Calculators, and Policy 116. Tutoring.</p>	
5. Policy 116. Tutoring:	<ul style="list-style-type: none"> <li>- This policy is mostly governed by Title 22 of the PA School Code.</li> <li>- A question was raised regarding why the policy would allow a student to leave during the school day to receive tutoring for a course not offered by the District? Why not allow the student to be tutored on their own time? Title 22 requires the release of students for tutoring.</li> <li>- ARs needed: <b>1.</b> Review list of tutors annually; <b>2.</b> A form for parents to use when requesting tutoring; <b>3.</b> A form for the tutor to complete (document hours). We can tweak the Homebound Instruction form for consistency in reporting.</li> <li>- A revision was requested and approved: if the parent/guardian requests assistance with tutoring, the principal or designee may recommend that the parents/guardians secure tutorial services, <u>at their own expense</u>, for the student from a list of available tutors maintained by the Office of Teaching and Learning.</li> </ul>	<p>Create AR-1 &amp; AR-2 Created AR-3</p> <p>Updated policy</p>
6. Policy 103. Nondiscrimination in School and Classroom Practices and AR:	<ul style="list-style-type: none"> <li>- A revision was made to the policy to state that the employee is responsible to complete the report form if the student is unable to.</li> <li>- There will be a full investigation as a result of a complaint of discrimination.</li> <li>- A concern was brought up regarding the school conducting an investigation for an allegation of sexual harassment. The police have requested that the district not require a written statement so it doesn't interfere with the police investigation. Is the district obligated to conduct an investigation if a criminal investigation of the incident is pending or has been concluded? Mr. Levin was consulted and stated that the district has an obligation to conduct its own investigation.</li> </ul>	<p>Mr. Levin was consulted. The district is obligated to investigate if there was a violation of school rules.</p>
7. Policy 103.1 Nondiscrimination – Qualified Students with Disabilities and ARs:	<ul style="list-style-type: none"> <li>- This policy is guided by federal law. The ARs are also guided by federal law.</li> <li>- This policy is basically updating the old policy.</li> </ul>	<p>Ok as written</p>
8. Policy 104. Nondiscrimination in Employment and Contract Practices:	<ul style="list-style-type: none"> <li>- This policy is guided by law. The ARs are also guided by law.</li> </ul>	<p>Ok as written</p>
9. Policy 248. Unlawful Harassment and ARs:	<ul style="list-style-type: none"> <li>- This policy did not include language regarding students being permitted to be accompanied by their parent/guardian, guidance counselor, or legal counsel.</li> </ul>	<p>Added language to policy</p>

