

Meeting Title: Policy Committee Meeting	Meeting Date: Apr. 26, 2017
Meeting Location: KOSD Board Room	Meeting Time: 6:30pm
Attendees: Annie Shaw, Matthew Cesario, Dr. Shannon Varley	
<p>Agenda:</p> <ol style="list-style-type: none"> 1. 851 – Drug and Substance Abuse 2. 146 – Student Services 3. 203 – Communicable Diseases and Immunizations 4. 204 – Attendance 5. 247 – Hazing 6. 817 – Conduct Disciplinary Procedures 7. 817.1 – Educator Misconduct 8. 847 – Maintaining Adult Student Boundaries 	

851 – Drug and Substance Abuse

- Passed first reading in April. There were some minor grammar issues. Will be corrected for second reading in May.
- Change name to “Employee Drug and Substance Abuse” to make it clearer that this is an employee policy. There is a specific policy for students.

146 – Student Services

- Passed first reading in April.
- Add “and post-secondary” to number 3 under guidelines. Also strike “work and” because it is redundant. Now reads:
 - “Provide career information and assessments to inform students and parents/guardians about career and post-secondary options available to individual students.”

203 – Communicable Diseases and Immunizations

- Updated to reflect recent changes in PA law. These changes will take effect in the 2017-2018 school year.
- Committee is fine with wording. Ready for first reading in May.
- Discussed that good communication will be necessary to educate parents/guardians about the updated requirements. Dr. Varley mentioned that Ms. Lochie is already working on this aspect.

204 – Attendance

- Updated wording to reflect recent changes in PA law. These changes took effect during the current school year. There has been a lot of confusion among administrators and parents/guardians since these changes have gone into effect. Ms. Lochie is working to make sure we are following all the new requirements.
- The committee discussed some issues that have been raised and how to streamline processes.
 - Excused absences not being logged so students are being marked unexcused. Students being present in school but are marked absent.
 - Across district schools, the policies for notes are not at all consistent. There should be a district wide practice. Should a “physical” note be required.
 - Good feedback loops are necessary. Parents/Guardians need to be notified in a timely manner of a marked absence so that they can provide an excuse within the appropriate time frame (3 days) per the policy.
 - Power school already allows parents/guardians to sign up for notifications about absences. Maybe need to remind parents that they can sign up for notifications.
 - Only if the total number of absences exceeds 10 days is a doctor’s note required.
- Policy needs further review.

247 – Hazing

- This policy will supersede the old hazing policy 257. Updated to reflect changes in state laws.
- Under definitions, want to make it clearer that hazing is not always a “forced” activity. Sometimes people are not “forced” to do something but they may feel strongly coerced. Modify wording to read:
 - For purposes of this policy, any activity, as described above, upon which the initiation or admission into or affiliation with or continued membership in an organization is directly or indirectly conditioned shall be presumed to be a “forced ” activity or the subject feels strongly coerced into participation, the willingness of an individual to participate in such activity notwithstanding.
- Add the Athletic Director to a person a student may report to as well as the building principal.
- This policy should also provide for discipline if anyone attempts to “cover up” hazing. Added wording “If the investigation results in a substantiated finding of hazing, or an attempt to circumvent or impede an investigation the principal shall recommend appropriate disciplinary action up to and including expulsion, as circumstances warrant, in accordance with the Code of Student Conduct.”
- Committee agreed that fines were not appropriate discipline for hazing. This is a very serious issue and monetary fines are not adequate discipline.
- For people who should be made aware of this policy, strike volunteers. Should only be for coaches and sponsors. For example, someone helping to sell concessions at a sporting event does not need to sign off on this policy.
 - Coaches and sponsors will need to sign off that they have read and understood this policy.
- Needs further review.

817 – Conduct Disciplinary Procedures

- This policy supersedes policies 417, 517, 617.
- Ready for first reading in May.

817.1 – Educator Misconduct

- Applies to certificated employees.
- Ready for first reading.

847 – Maintaining Adult Student Boundaries

- Discussed that it was important to make clear that adults who aren't an administrator or counselor can still listen, assist, and advocate for students if a student brings up a concern to them. Students may seek help from those they are most comfortable with.
- Want to make sure that we have good communication with all employees covered by this policy and answer questions they may have.
- Policy still needs further review.