

**POLICY GOVERNANCE COMMITTEE
MINUTES**

Date: November 16, 2016

Place: Board Room, Havemeyer

Present:

Members: Ms. Barbara O’Neill, Chairman
Ms. Debbie Appelbaum
Dr. Gaetane Francis

Other: Dr. Salvatore Corda
Ms. Irene Parisi
Mr. Christopher Winters
Mr. Richard Piotrkowski
Ms. Judy Nedell

The meeting convened at 1:30 pm.

1. Approval of the Agenda:

MOTION: Dr. Francis moved to approve the revised agenda. The motion was seconded by Ms. Appelbaum.

VOTE: 3 for, none opposed

MOTION PASSED

2. Action Items:

A. Approval of Minutes:

MOTION: Dr. Francis moved to approve the minutes from the 10/26/16 PGC meeting. The motion was seconded by Ms. O’Neill.

VOTE: 3 for, none opposed

MOTION PASSED

3. Discussion Items

A. E-001 - HIV/AIDS exemption:

Ms. O'Neill noted the CABE review identified it was insufficient to note only in procedures that parents can opt students out of HIV/AIDS instruction. It is their recommendation the language be included in the policy. There was a discussion of how to add this policy language.

Ms. O'Neill will forward revised policy wording to PGC members for review.

B. E-040 – School Admission, Assignment and Attendance - Homeless and Migrant Students:

Ms. O'Neill reviewed the need to add language to policy E-040 referencing homeless and migrant students. It is now required by state statute.

There was a brief discussion about the best method for addressing the needed language. The suggestion was made to inserted the language “*...for all qualified students including homeless and migrant students*” into the first sentence of the policy.

MOTION Ms. O'Neill moved to amend E-040
to include the language on homeless
and migrant students as noted.
Ms. Appelbaum seconded the motion

VOTE 3 for, none opposed MOTION PASSED

The item will be added to the Board's agenda for comment and approval.

C. New Business –

1. E-001.14 Home Schooling –

In response to a request from the Interim Superintendent, PGC began discussion of what policy language should be used related to homeschooling. Sample policies were considered. Discussion focused on access of homeschooled students to school activities and services. Dr. Corda supported Administration/Board oversight and maintaining language that noted access would not be available. The “slippery slope” regarding which services and activities might be accessible was discussed.

This policy requires further review. No action was taken.

2. E-050 HR Policy – Hiring

The Management of Human Resources policy was discussed. Ms. O’Neill provided a redlined version of the policy for consideration. Removed from the current policy was the section on the hiring of athletic coaches as this is addressed in another policy. Additionally, changes to the section on Continuing Education were recommended including any reference to CEU’s. They include changing the label for the section to Professional Development and replacing the current language with:

“The District shall make available annually, a program of Professional Development that is consistent with State Statute.”

This policy will be reviewed further.

There was also discussion about the need to receive an update from Bob Stacy on the review he performed of all District HR policies and procedures to better understand what is and is not included in the HR Policy Book and what additional work may be required of PGC in this area to bring all policies and procedures up to date. Specific reference was made regarding a Family Leave policy and its status.

It was recommended that Bob Stacy be invited to the 12/21/16 PGC meeting to provide the needed update.

While awaiting the team from GHS for the discussion on Graduation Requirement Policy, Ms. O’Neill acknowledged the request to discuss Gifts & Grants in an evening meeting to accommodate other Board members. There was a consensus that the 11/30/16 meeting be replaced with an evening meeting to be scheduled.

Ms. O’Neill also provided PGC with an update from the Legal Dept. Ms. Wadler has confirmed the language used in the policy regarding confidential documents is acceptable. The policy may be presented to the Board.

It was confirmed the following policies would be forwarded to the Board for their consideration and approval:

- E-001 Programs Services and Curriculum – Description of the AVID program
- E- 005 Confidentiality of Student Records – New required policy
- E-040 School Admission, Assignment and Attendance - Inclusion of Homeless and Migrant students

3. Student Surveys and Privacy –

PGC had a brief discussion on the sample policies provided by Dr. Francis which referenced student privacy relative to information collected by surveys. The key requirement for consideration is how to protect students from being identified if sensitive information is collected. Noted in discussion was whether the need was to provide protection from ANY survey or only surveys administered by the Dept. of Education. Dr. Corda specified the need would be to cover ANY survey, focus group, etc. where information was collected by student.

Additional work regarding this policy area will continue.

4. E-004 - Graduation Requirements – Ms. Parisi

Ms. Parisi was joined by Dr. Winters, Mr. Piotrkowski, and Ms. Nedell for the discussion. Ms. Parisi framed the discussion referencing the newly approved state graduation requirements for the class of 2021. The incoming GHS Freshmen will be the first to be required to meet the new graduation requirements.

A hand-out referencing the new state requirements and impact on GHS was reviewed. Students will now be required to complete of 25 vs 22 credits to graduate. The suggested break down was 6.5 credits in each of grades 9, 10, and 11 and 5.5 credits in grade 12. It was noted by Ms. Nedell that currently only 50% of students are graduating with 25 credits.

Discussion of the hand out continued. It was noted GHS is prepared to address credit requirements in the core subjects and foreign language. They are identifying the credit area for Computer Science. The area of impact will be with elective credits.

GHS is prepared for the inclusion of Capstone projects as part of graduation requirements. The projects are completed over a succession of years. It was noted that for a complete understanding, an explanation of Capstone Projects and how they are completed should be included in the graduation requirement policy.

The GHS team reviewed areas being addressed including the possible impact on ESL programming which is currently only in core subjects, AP/Honors students amount of free time for electives and the need for flexibility to accommodate Jr. and Sr. students' ability to meet the elective requirements.

It was noted Policy E-040 must include language reflecting the need for students to attend GHS for the semester prior to graduation to receive a GHS

diploma. This information also needs to be included in the “Course of Study Guide”.

Process and Procedure to address Graduation Requirement changes and resultant policy revision include:

- The GHS Course of Study guide will be reviewed by a SBOE Education Consultant.
- Ms. Parisi will redline the current policy after the state review of the Course of Study guide.
- Ms. Parisi and the GHS Team will review what issues other districts are encountering and identify how they are being addressed.
- Another meeting with PGC will be scheduled to provide an update once information is received from the state and E-040 redlined.

Ms. Parisi and the Team from GHS discussed the performance requirement for the School Day SAT as it related to graduation requirements. In question is whether the purpose of the test is participation or a specific level of achievement. Issues with how results are being reported were noted including that GPS cannot get results for students who did not request their scores be reportable and students who used accommodations. This item will be reviewed further during the next discussion.

4. Adjournment

MOTION: Ms. Appelbaum moved to adjourn the meeting. The motion was seconded by Ms. O’Neill.

VOTE: 3 for, none opposed

MOTION PASSED

The meeting adjourned at 3:26 pm.

Respectfully submitted,

Debbie Appelbaum
Secretary, PGC

Approved 12/7/16
3-0