

CENTRAL BUCKS SCHOOL DISTRICT
Policy Committee Meeting Notes
May 25, 2016

MEMBERS PRESENT

Dennis Weldon, Chair
Karen Smith, Member
Meg Evans, Member

OTHER BOARD MEMBERS AND ADMINISTRATORS PRESENT

Glenn Schloeffel Dr. David Bolton Mr. Dave Matyas

MEMBERS NOT PRESENT

Paul Faulkner, Member

PUBLIC COMMENT

There was no public comment.

REVIEW OF MEETING NOTES

The Meeting Notes from the April 27, 2016 meeting were reviewed and no edits were suggested.

INFORMATION/DISCUSSION

Policy 116 – Tutorial Instruction

Recommendations from Mr. Jeff Garton, District Solicitor, were considered. Decision was made to move the policy to second read (approval) at the next Board meeting.

This policy contains changes that were recommended from PSBA in regards to students who are not enrolled in Central Bucks, but rather receive their education from a private tutor. The additional language reflects changes in school code that require submission of federal/state criminal history checks and child abuse clearances to the school district by private tutors.

Policy 127 – Assessment of Educational Programs

Recommendations from Mr. Jeff Garton, District Solicitor, were considered. Decision was made to move the policy to second read (approval) at the next Board meeting. This policy contains changes that were recommended from PSBA and better represents current district practices.

Policy 137 – Home Education Program

Recommendations from Mr. Jeff Garton, District Solicitor, were considered. Changes to the policy were made to include provisions in Act 24 P.S. 211 as well as providing clarifying language. The Home Education Policy was updated to reflect changes to the Home Education requirements due to the passing of Act 196 of 2014. Changes to the policy include supervisor responsibilities, graduation requirements, diploma options, and Home Education transfer procedures within the state of Pennsylvania.

This policy will be recommended to the full Board for first read at an upcoming meeting.

Policy 217 – Graduation Requirements

Recommendations from Mr. Jeff Garton, District Solicitor, were considered. Changes to the policy were made to more clearly delineate expectations from Policy 137 as well as to provide clarifying language. This policy contained changes that were required based on changes made at the state level regarding Keystone exams. The law was recently updated so that these requirements begin with the class of 2019. That change is reflected in the

new policy language. This changes also includes consistent language for all graduates. The previous policy delineated the class of 2017 because of the state law. That delineation is no longer necessary.

This policy will be recommended to the full Board for first read at an upcoming meeting.

Policy 626 – Federal Fiscal Compliance

This is a revision as a result of the Federal Uniform Grant Guidance (UGG).

The policy requires the school districts to establish and maintain a sound financial management system and sets federal grant management standards. This policy is meant to set a standard to ensure that all federal funds received by the school entity are administered in accordance with federal requirements. Policy 626 is a type of umbrella policy that all address other UGG requirements such as Standards of Conduct, Employee Time and Effort Reporting, Record Keeping, Subrecipient Monitoring and Compliance Violations.

This policy will be recommended to the full Board for first read at an upcoming meeting.

Policy 626.1 – Travel Reimbursement – Federal Programs

This is a new policy as a result of the Federal Uniform Grant Guidance.

This policy ensures that travel costs incurred in the course of performing services related to official business as a federal grant recipient comply with the UGG. School entities may have detailed procedures related to reimbursement of expenses for Board members and employees. This policy refers to policies 004 and 331 and any established procedures related to travel reimbursement.

This policy will be recommended to the full Board for first read at an upcoming meeting.

Policy 808 – Food Services

This is a revision as a result of the Federal Uniform Grant Guidance.

Policy 808 has been revised to reflect requirements related to hiring standards and continuing education and training for food service personnel, as well as guidance to ensure that school entities administering school nutrition programs and receiving federal financial assistance from the U.S. Department of Agriculture (USDA) provide public notice of nondiscrimination in the school nutrition programs, and a process for submitting civil rights complaints in regard to their participation in such programs. Language related to non-program foods and procurement compliance were also added to the policy to address additional provisions of the National School Lunch.

This policy will be recommended to the full Board for first read at an upcoming meeting.

Policy 827 – Conflict of Interests

This is a new policy as a result of the Federal Uniform Grant Guidance.

As part of the general federal procurement standards, school districts must maintain written standards of conduct covering conflicts of interest and governing the actions of its employees and Board members engaged in the selection, award and administration of contracts. In addition to the UGG requirements related to standards of conduct and organizational conflicts, the policy was drafted to incorporate requirements of the State Ethics Commission Regulations and board policies related to governance, employee conduct, employee and school gifts, and investments.

This policy will be recommended to the full Board for first read at an upcoming meeting.

PSBA Policy Review

Information received from PSBA was reviewed and discussed. Two items that need further clarification are the fee and the section on Ownership Rights. The Committee will be recommending this review for Board approval pending Mr. Weldon's conversation with Mr. Garton on these two items. This would serve as a comprehensive review and redrafting of the complete policy manual based on changes in laws and regulations, court decisions, and recommended best practices.

ANNOUNCEMENTS

The next meeting is scheduled for June 29, 2016 beginning at 7:00 p.m. at the Administrative Services Center (20 Welden Drive)

ADJOURNMENT

Notes submitted by Dr. David Bolton, Assistant Superintendent for Elementary Education