THE SCHOOL DISTRICT OF PHILADELPHIA

POLICY COMMITTEE MEETING OF THE BOARD OF EDUCATION

NOVEMBER 3, 2022

MINUTES

A Policy Committee meeting was held on November 3, 2022 via Zoom virtual meeting platform. The meeting was convened at 3:59 pm.

Co-Chair Streater called the roll and made announcements concerning recording, copyright, participation in, and viewing of the meeting.

Committee Members present: Reginald Streater (Co-Chair), Joyce Wilkerson (Co-Chair), Julia Danzy, and Cecelia Thompson *(remotely)*

Other Board Members Present: Leticia Egea-Hinton, Sarah-Ashley Andrews, ChauWing Lam

District Liaisons Present: Sarah Galbally, Acting Chief of Staff

The minutes of the **April 28, 2022** meeting of the Policy Committee were considered for approval by Committee members. A voice vote approved the minutes of the meeting by a vote of:

Yes: 4 and No: 0.

Co-Chair Streater stated that the minutes have been approved and are posted to the committee's webpage.

Co-Chair Streater announced the following nine (9) policies that will be reviewed by the committee at the meeting:

- Policy 123 - Interscholastic Athletics
- Policy 123.1 - Concussion Management
- (Eliminate) Policy 123.2 - Sudden Cardiac Arrest
- Policy 123.3 - Sportsmanship
- Policy 212 - Reporting of Student Progress
- Policy 253 - Youth Suicide Awareness and Prevention
- Policy 800 - Records Management
- Policy 814 - Copyright Material
- Policy 822 - Automated External Defibrillator (AED)/Cardiopulmonary Resuscitation (CPR)

Co-Chair Streater invited **Sarah Galbally**, Acting Chief of Staff, to provide an overview of the Board's policy process, highlighting three key parts of the review process which include: review and pre-revision, opportunities for community feedback, and Board of Education considerations.

Ms. Galbally provided an overview of the agenda noting that District staff revised 8 policies and identified 1 policy for elimination. **Ms Galbally** shared that new administrative procedures for the policies on the agenda have been created as the District and Board work toward consistency and alignment between board policies and policy implemented throughout the District.

Ms. Galbally provided a summary of policies related to interscholastic athletics activities which included the following policies Policy 123 - Interscholastic Athletics, Policy 123.1 - Concussion Management, Policy 123.2 - Sudden Cardiac Arrest, and Policy 123.3 - Sportsmanship. **Ms. Galbally** noted that the District is recommending that Policy 123.2 be eliminated and combined into Policy 123.1 because many of the protocols for handling these medical emergencies during athletic activities are the same. Furthermore, Ms. Galbally flagged that Policy 123.1 will be renamed to **Concussion Management and Sudden Cardiac Arrest** and will serve as the primary source of information regarding medical emergencies that occur at or during interscholastic athletic events. **Ms. Galbally** shared that changes made to **Policy 123.3 Sportsmanship** have been made with the intention to ensure that the purpose of the policy is to provide guidance for student athletes, parents/guardians, and athletic personnel regarding sportsmanship and to prohibit unsportsmanlike conduct in connection with any athletic activity, regardless of whether the conduct occurs on or off school property, or outside of school hours. **Board Members** asked clarifying questions to better understand the importance of the definition of sportsmanship and where families can find the definition within the policy. **Ms. Galbally** invited Jimmy Lynch, Executive Director of Athletics, to respond to questions raised by committee members.

Ms. Galbally highlighted Policy 212 - Reporting of Student Progress, noting that the goal of the policy is to establish consistency in communications with schools and families regarding student outcomes and progress. **Ms. Galbally** also shared that the District has updated the administrative procedures for policy 212. **Ms. Galbally** summarized changes to Policy 253 - Youth Suicide Awareness and Prevention emphasizing that Policy 253 aligns with the student emotional and mental health priorities set forth in Board Guardrail 1: Welcoming and Supportive Schools. Furthermore, **Ms. Galbally** noted that administrative procedures have been created for Policy 253 to detail all District protocols for suicide prevention, risk assessment, and postvention. **Ms. Galbally** invited Ericka Washington, Deputy Chief of Student Enrollment and Placement, Dr. Jayme Banks, Deputy Chief of Prevention, Intervention, and Trauma, and Dr. Malika Savoy-Brooks, Chief of Academic Supports where invited to respond to questions raised by committee members.

Ms. Galbally provided an overview of Policy 800 - Records Management and Policy 814 - Copyright Material. Ms Galbally shared the Policy 800 - Records Management requires the District to maintain a records management process that defines District staff responsibilities and complies with federal and state laws and regulations. In addition, **Ms. Galbally** noted that administrative procedures have been created with this policy to provide definitions of record and non-record materials and outline the process for records retention, storage, and destruction between the Records Management Office, the Office of General Counsel, and the Office of Information Technology. **Ms. Galbally** also summarized changes to Policy 814 - Copyright Materials highlighting that new administrative procedures were created that provide definitions

of terms associated with copyrighted materials and outline guidance for fair use of intellectual property in various common areas, including classroom materials, school performances, and staff training materials. **Ms. Galbally** invited Kim Dutch, Deputy General Counsel of Compliance and Ethics, to respond to questions raised by Committee Members.

Lastly, **Ms. Galbally** highlighted Policy 822 - Automated External Defibrillator (AED)/Cardiopulmonary Resuscitation (CPR) noting that this policy ensures that appropriate District employees are trained in CPR (cardiopulmonary resuscitation) and that all schools have access to AED (automated external defibrillator) devices. **Ms. Galbally** also noted that new administrative procedures were created to ensure that there are trained and certified staff in all school buildings who can respond to an out-of-hospital cardiac arrest, and increase the chances of saving the life of a student or staff member. Ms. Galbally invited Dr. Kendra McDow, School System Medical Officer to respond to questions raised by Committee Members.

Co-Chair Streater facilitated the public participation portion of the meeting.

Lisa Haver, community member, expressed concerns regarding content in policies being transitioned to administrative procedures given that administrative procedures are not voted on by the Board.

The committee made a final recommendation that the following policies be sent to the full Board for review at the December 15, 2022 Action Meeting:

- Policy 123 - Interscholastic Athletics
- Policy 123.1 - Concussion Management
- (Eliminate) Policy 123.2 - Sudden Cardiac Arrest
- Policy 123.3 - Sportsmanship
- Policy 212 - Reporting of Student Progress
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Co-Chair Streater provided an overview of all requests and feedback provided regarding policies on the agenda and noted that the committee would like to see the District engage stakeholders around the best way to ensure that families can access the policies and administrative procedures for the information that they need.

Co-Chair Streater invited **Ms. Galbally** to share any last remarks.

Co-Chair Streater asked **Ms. Galbally** to share the list of proposed draft policies expected to be discussed at the policy committee meeting in November:

- 102 Multiracial/Multicultural/Gender Education
- 137 Home Education Program
- 227 Controlled Substances-Paraphernalia
- 235.1 Student Surveys
- 237 Electronic Devices

- 702 Gifts, Grants, Donations, Student Fundraising
- 702.1 Scholarships
- 703 School Cleanliness
- 712 Naming of School District Properties
- 717 Mobile Communications Devices
- 717.1 Computers and Portable Computing Devices
- 805.1 Relations with Law Enforcement Agencies
- 807 Opening Exercises/Flag Displays
- 808 Food Services

Co-Chair Streater thanked all who attended and announced that the meeting was adjourned.

Meeting adjourned at 5:49 pm.