THE SCHOOL DISTRICT OF PHILADELPHIA

POLICY COMMITTEE MEETING OF THE BOARD OF EDUCATION

APRIL 27, 2023

MINUTES

A Policy Committee meeting was held on April 27, 2023 in a hybrid format including via the Zoom virtual meeting platform. The meeting was convened at 4:00 pm.

Board President Streater made announcements concerning recording, copyright, participation in, and viewing of the meeting. **Board President Streater** also made an announcement stating that he would be rolling off the Policy Committee and that taking his place would be **Board Member Lam** who would serve alongside **Board Member Wilkerson** as co-chair.

Co-Chair Lam took the roll.

Committee Members present: Chau Wing Lam (Co-Chair), Joyce Wilkerson (Co-Chair), Julia Danzy, and Cecelia Thompson *(remotely)*

Other Board Members Present: Leticia Egea-Hinton, Lisa Salley, Sarah-Ashley Andrews, Reginald Streater

District Liaisons Present: Sarah Galbally, Chief of Staff

Co-Chair Lam announced the following thirteen (13) policies that will be reviewed by the committee at the meeting:

- Policy 008 - Goals and Guardrails
- Policy 137 - Home Education Programs
- Policy 137.1 - Extracurricular Participation by Home Education Students
- Policy 227 - Controlled Substances/Paraphernalia
- Policy 235.1 - Student Surveys
- Policy 237 - Electronic Devices
- Policy 703 - School Cleanliness and Classroom Management
- Policy 712 - Naming of School District Properties
- Policy 717 - Mobile Communications Devices
- Policy 717.1 - Computers and Portable Computing Devices
- Policy 805.1 - Relations with Law Enforcement Agencies
- Policy 807 - Opening Exercises/Flag Displays
- Policy 808 - Food Services

The minutes of the **November 3, 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 Lam stated that the minutes have been approved and are posted to the committee's webpage.

Board Member Danzy made a motion to amend the meeting agenda to allow public participation prior to the review of policies. **Co-Chair Wilkerson** seconded the motion.

The motion was considered for approval by Committee members. A voice vote approved the motion by a vote of:

Yes: 4 and No: 0.

Co-Chair Lam stated that the motion was approved and that public participation would occur prior to the review of policies.

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

Co-Chair Wilkerson shared a summary of the written testimony submitted to the Committee. This included one (1) submission from Leigh Purnell stating that the Board should communicate any changes to admissions procedures for the May Action Meeting ahead of the meeting so that members of the public can safely attend.

Lisa Haver, community member, stated she wanted to provide her testimony following the Committee's review of policies. **Co-Chair Lam** stated this was acceptable.

Blair Ryan, community member, stated concerns related to the special admissions process for special admissions high schools and asked for a plan to be presented showing how the District will be reconstructed. **Blair Ryan** also asked for the repeal of the lottery admissions system.

Co-Chair Lam invited **Board Member Egea-Hinton** and **Board Member Salley** to provide an overview of the Board's proposed Policy 008 Goals and Guardrails.

Board Member Egea-Hinton and **Board Member Salley** provided an overview of the Board's work on Goals and Guardrails and an outline of the contents of the proposed Goals and Guardrails policy.

Board Members asked clarifying questions related to the policy's definition of equity, the inclusion of Board Operating Guidelines, and the inclusion of management reviews in the policy. **Board Member Egea-Hinton** and **Board Member Salley** responded to these questions.

Co-Chair Lam thanked the **Board Members** for their presentation and invited **Co-Chair Wilkerson** to share additional questions submitted in writing by other Board Members who do not serve on the Policy Committee.

Co-Chair Lam noted that these questions would be submitted to the District and would be answered in writing.

Co-Chair Lam invited Chief of Staff **Ms. Galbally** to offer opening remarks and to provide a summary of the first policy up for review.

Ms. Galbally provided an overview of the agenda noting that District staff revised 11 policies and identified 1 policy for elimination. **Ms. Galbally** shared that new administrative procedures for many of the policies on the agenda have been created as the District and Board work toward developing concise policies that are reflective of legal requirements whereas the procedures outline how the District operationalizes policies. **Ms. Galbally** shared that in response to Board Member request at the last Policy Committee meeting, Board policies moving forward will include a direct link to the associated Administrative Procedures.

Ms. Galbally provided a summary of policies related to homeschooling which included Policy 137 - Home Education Programs and Policy 137.1 - Extracurricular Participation by Home Education Students. Ms. Galbally invited **John Baker**, Special Project Assistant for the Office of School Operations and Management, to answer Board Member questions.

Ms. Galbally noted that the District is recommending that Policy 227 be eliminated as the information contained is duplicative of other policies and procedures related to student conduct including Policy 122 Extracurricular Activities, Policy 123 Athletic Activities, Policy 218 Student Code of Conduct, Policy 233 Suspension and Expulsion, Policy 235 Student Rights and Responsibilities, and Policy 805.1 Relations with Law Enforcement Agencies. **Ms. Galbally** invited **Rachel Holzman**, Deputy Chief for the Office of Student Rights and Responsibilities to answer Board Member questions. **Co-Chair Wilkerson** asked that the resource provided be made available to the public.

Ms. Galbally provided a summary of Policy 235.1 Student Surveys. She noted that new administrative procedures were created for this policy, which outline the following: (1) guidance and expectations for District-administered surveys, school-based administered surveys, and internal and external surveys for research; (2) privacy and protection of student responses to survey questions; and (3) best practices for designing and delivering student surveys. **Ms. Galbally** invited **Joy Lesnick**, Deputy Chief of Research, Evaluation, and Academic Partnerships, to virtually answer Board Member questions.

Ms. Galbally provided a summary of Policy 237 Student Use of Electronic Devices. She noted that new administrative procedures were created for this policy that provide comprehensive guidance to school leaders for creating school protocols for student cell phone and electronic device use. These administrative procedures are intended to allow school leaders the flexibility to tailor school protocols to their unique school communities, while also providing leaders with an exhaustive list of factors to consider when designing and implementing those protocols. **Ms. Galbally** noted that, additionally, information was added to the administrative procedures about requesting exceptions or accommodations to school-level electronic device protocols, as well as information about loss or damage of student personal electronic devices while in the custody of the District (i.e., if it has been confiscated). She invited **Rachel Holzman**, Deputy Chief for the Office of Student Rights and Responsibilities to answer Board Member questions about off campus activities, class time use of devices, and implementation guidance to schools.

Ms. Galbally provided a summary of Policy 703 School Cleanliness and Classroom Management. She noted that the administrative procedures for Policy 703 were updated to include the following: (1) further details on the regular responsibilities of and partnership between school principals, Building Engineers, and Facilities Area Managers; (2) expectations and guidelines for teachers related to classroom cleaning and organization; and (3) information about vacancies of facilities and custodial staff which are handled in accordance with the 32BJ collective bargaining agreement. **Ms. Galbally** invited **Oz Hill**, Chief Operating Officer, to answer Board Member questions related to consolidating language related to regular inspection cycles and staff supervisory structures.

Ms. Galbally provided a summary of Policy 712 Naming of School District Properties. She noted that the administrative procedures were updated to significantly extend the timeline for making school name changes, as well as to provide additional details around the required community engagement a school must conduct before and in the process of making a school name change. The administrative procedures for this policy were also updated to include guidance and timelines for amended name changes and name changes for portions of properties. **Ms. Galbally** invited **Emily Faxon**, Project Manager in the Office of School Operations and Management, to answer Board Member questions.

Ms. Galbally provided a summary of Policy 717 Mobile Communications Devices and Policy 717.1 Computers and Portable Computing Devices. She noted that Policy 717 includes new administrative procedures that capture the following information that was formerly included in the policy: (1) staff eligibility for District-issued cell phones; (2) procurement of cell phones by the Office of Information Technology and Data Management; and (3) management and oversight of the use of District-issued cell phones by IT. Additionally, information was added to the administrative procedures around staff responsibility over District-issued cell phones (e.g., theft, loss, and damage). She also noted that in Policy 717.1 new administrative procedures were created that capture the following information that was formerly included in the policy: (1) student and staff eligibility for District-issued computers; (2) acceptable software and internet controls applied to all District-issued computers; and (3) student and staff responsibility over District-issued computers (e.g., theft, loss, and damage). Additionally, the following new information was added to the administrative procedures: (1) considerations for students and schools related to the new 1:1 Chromebook model; (2) the process for procurement of computers and computing devices by IT; and (3) IT's process for assigning computers to staff and students. **Ms. Galbally** invited **Melanie Harris**, Chief Information Officer, **Stephanie Sullivan**, Deputy Chief of Technology Services, and **Fran Newberg**, Deputy Chief of Educational Technology, to answer Board Member questions related to recovery of lost or stolen devices, pagers and radio devices, and insurance.

Ms. Galbally invited **Kevin Bethel**, Chief of School Safety, to share a presentation and take questions from Board Members on Policy 805.1 Relations with Law Enforcement Agencies. The presentation noted the following changes to the administrative procedures: 1) publishing of current MOU, 2) additional information to align with priorities and current practice such as welcoming and sanctuary schools, support for diversion, and collaboration on training, 3) added priority to facilitate positive school programming engagement of law enforcement officers in schools. Board Member questions were related to diversion program offenses, charter school and special education implications, and the parameters defined by the MOU with the Philadelphia Police Department.

Ms. Galbally provided a summary of Policy 807 Opening Exercises/Flag Displays. She noted that new administrative procedures were created that outline general guidelines for displaying U.S. flags on school campuses and in classrooms in accordance with the United States Flag Code. Additionally, clarification was added that both students and staff have the legal right to decline to recite the Pledge of Allegiance or National Anthem and decline to salute the flag. **Ms. Galbally** invited **Karen Kolsky**, Special Assistant in the Office of School Operations and Management, to respond to Board Member questions.

Lastly, **Ms. Galbally** shared a summary of Policy 808 Food Services. She noted that new administrative procedures were created that capture the information that was formerly included in the policy related to professional standards for food service personnel, food safety guidelines, and requirements for inspections. **Ms. Galbally** invited **Lisa Norton**, Executive Director of Food Services, to respond to Board Member questions.

Co-Chair Lam invited the final registered speaker, **Lisa Haver**, to make her remarks.

Lisa Haver, community member, spoke on Policy 008 Goals and Guardrails. She noted that the policy should not be the Board's governance model as it is data-centered and not student-centered.

Co-Chair Wilkerson asked **Board Member Egea-Hinton** and **Board Member Salley** to provide additional context on how the Board intends to use data in its framework.

Co-Chair Lam provided an overview of all requests and feedback provided regarding policies on the agenda.

The committee made a final recommendation that the following policies be sent to the full Board for review at the May 25, 2023 Action Meeting:

- Policy 008 - Goals and Guardrails
- Policy 137 - Home Education Programs
- Policy 137.1 - Extracurricular Participation by Home Education Students
- Policy 227 - Controlled Substances/Paraphernalia
- Policy 235.1 - Student Surveys
- Policy 237 - Electronic Devices
- Policy 703 - School Cleanliness and Classroom Management
- Policy 712 - Naming of School District Properties
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Co-Chair Lam asked **Ms. Galbally** to share any last remarks and the list of proposed draft policies expected to be discussed at the policy committee meeting in November, these included:

- Policy 102 - Multiracial, Multicultural, and Gender Education

- A new Equity Policy
- A new Non-Professional Staff Evaluations Policy
- Policy 210 - Use of Medication/Medical Technology
- Policy 210.1 - Possession/Use of Emergency Medications
- Policy 217 - Graduation Requirements
- Policy 314.1 - HIV Infection in Employees
- Policy 324 - Personnel Files
- Policy 702 - Grants, Gifts, Donations, and Student Fundraising
- Policy 702.1 - Scholarships
- Policy 702.2 - School-Based Fundraising and Crowdfunding
- Policy 804 - School Day
- Policy 815 - Acceptable Use of Internet, Technology, and Network Resources
- Policy 830 - Breach of Computerized Personal Information
- A new Cybersecurity Policy

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

Meeting adjourned at 6:48 pm.