



Wyomissing Area School District

630 Evans Avenue, Wyomissing PA 19610

Policy Committee

Wednesday, February 1, 2017

Community Board Room

Committee Chair: Susan Larkin

Committee Members: Terrie Taylor, Scott Painter, Esq.

Meeting Minutes

Attendees: Susan Larkin, Terrie Taylor, Julia Vicente, Lynette Waller, Mark Boyer

Committee Members Absent: Scott Painter

Public Attendees: Sign-in sheet attached

Meeting called to order by Susan Larkin 3:39 p.m.

Approval of Minutes

- Motion to approve the minutes from January 4, 2017
- Vote: Motion Carried
- Resolved: Minutes from the meeting on January 4, 2017 were approved without modifications.

Public Comment: None

Old Business: None

New Business:

Policies for Review - None

Recommended New Policies -

- **Policy 251 - Homeless Students (Policy 251 is a mandated policy)**
The Every Student Succeeds Act (ESSA) reauthorized the McKinney-Vento Homeless Assistance Act. The law places greater emphasis on outreach to improve identification of homeless students and on the removal of district barriers to enrollment and retention. Homeless students are required to be immediately enrolled even when records normally required for enrollment are not available, including immunization records.

- **Policy 255 - Educational Stability for Children in Foster Care (Policy 255 is recommended for legal liability)**

ESSA now includes provisions related to students in foster care. The law addresses key issues regarding transportation, designation of a district Point of Contact, and school stability requirements. Lynette Waller will serve as the local point of contact, with Julie Vicente as the back up.

Both policies are aligned with ESSA

Policies for Discussion

- **Policy 800 - Records Management**

The first meeting was held with the Records Management Committee. Corey Jones, JSHS Principal will serve as principal representative for two years. HR and Jessica Lengle will join as needed. The Committee reviewed the policy and the record retention schedule. Corey is setting up meetings with all principals to identify where all of the building records are being kept. The storage behind the District Office has been cleared out for additional storage. The Committee is also reviewing the life cycles of documents to determine when they can be purged and also determining how to store and purge electronic files and emails. Once the determinations are made Jeff Litts will let us know if we are approved to purge documents. The Committee has a monthly meeting to continue to discuss and make decisions.

Announcements: None

Adjournment: 4:10 p.m.

Next Meeting Date: Wednesday, March 1, 2017

Respectfully submitted by Julia Vicente, Superintendent