

MONTROSE AREA SCHOOL DISTRICT

**POLICY COMMITTEE MEETING
ADMINISTRATIVE OFFICES**

MEETING DATE SEPTEMBER 8, 2010 7 P.M.

Mrs. Gloria Smith
Chairperson, Policy Committee

Mr. Michael F. Ognosky
Superintendent of Schools

September 8, 2010 Policy Committee Meeting began at 7 P. M. in the Administrative Offices.

Board Members present included Gloria Smith

Administrators present included Mike Ognosky

The Policy Committee conducted the following business:

OLD BUSINESS:

- There were no items of "Old Business" discussed at tonight's meeting.

NEW BUSINESS: The following revised policy recommendations were received recently from the PSBA Policy News Network and recommended for consideration:

- **Policy 104 (Nondiscrimination in Employment and Contract Practices):** The Genetic Information Nondiscrimination Act (GINA) is a new federal law that prohibits discrimination in health coverage and employment based on genetic information. In Policy 104 the only changes are in the phrase "or genetic information" as one of the categories of nondiscrimination. The citations are also changed to reflect the GINA. Based on the information received from PSBA, it is recommended by the Policy Committee that revised Policy 104 should be presented for a first reading consideration at the September 13, 2010 Board meeting.
- **Policy 314 (Physical Examination/Administrative Employees):** The revision in this policy is also in reference to the (GINA). In Policy 314 the citations have to be revised in order to reference the passage of the Genetic Information Nondiscrimination Act. This will also necessitate the same language changes in **Policy 414 (Physical Examination/Professional Employees)** and **Policy 514 (Physical Examination/Support Employees)**. Based on the information received from PSBA, it is recommended by the Policy Committee that revised Policies 314, 414, and 514 should be presented for a first reading consideration at the September 13, 2010 Board meeting
- **Policy 324 (Personnel Files/Administrative Employees):** The revision in this policy is also in reference to the (GINA). In Policy 324, the citations have to be revised in order to reference the passage of the Genetic Information Nondiscrimination Act. This will also necessitate the same language changes in **Policy 424 (Personnel Files/Professional Employees)** and **Policy 524 (Personnel Files/Support Employees)**. Based on the information received from PSBA, it is recommended by the Policy Committee that revised Policies 324, 424, and 524 should be presented for a first reading consideration at the September 13, 2010 Board meeting.
- **Policy 348 (Unlawful Harassment/Administrative Employees):** The revisions in this policy also reference the (GINA). In Policy 348, the phrase "or genetic information" must be added to the list of characteristics. Also, the citations that reference the GINA have to be added to the policy. This will also necessitate the same language changes in **Policy 448 (Unlawful Harassment/Professional Employees)** and **Policy 548 (Unlawful Harassment/Support Employees)**. Based on the information received from PSBA, it is recommended by the Policy Committee that revised Policies 348, 448, and 548 should be presented for a first reading consideration at the September 13, 2010 Board meeting
- **Policy 825 (State Mandate Waivers):** The State Empowerment Act which includes the Mandate Waiver Law expired on June 30, 2010. PDE's authority to rule upon Mandate Waiver applications expired with that statute.

PDE is unable to process Mandate Waiver applications because legislative action to continue the program has not occurred. The Board still reserves the right to decline to implement any waiver that has been approved and to rescind any waiver in effect at the school entity. Those changes have resulted in the deletion of all language regarding the Mandate Waiver application process from the current policy. Based on the information received from PSBA, it is recommended by the Policy Committee that revised Policy 825 should be presented for a first reading consideration at the September 13, 2010 Board meeting

- O **Policy 620 (Fund Balance):** PSBA has issued a new policy to provide guidance for school entities concerning fund balance levels and reporting requirements. All school entities will still be required to adhere to generally accepted accounting and reporting standards and fund balance limitations established by law. The policy is not required; however, if the Board adopts a policy establishing minimum fund balance amounts, the financial statement filed by the school district should reference the adopted policy. I have discussed the policy with Mrs. Lusk and the District Auditors and both recommend its adoption. We have set the adoption numbers to reflect our current board motion of 7.5 % of the following fiscal years total budgeted revenues in the assigned fund balance. We have also set the combined amount of all assigned and unassigned fund balance amounts at 12.5 % to account for the money received in the leasing of the JSBS acreage to Cabot. Based on the information received from PSBA, it is recommended by the Policy Committee that new Policy 620 should be presented for a first reading consideration at the September 13, 2010 Board meeting

V. OPEN FORUM

No items were discussed during the Open Forum.

Meeting adjourned at 7:24 p.m.

Mike Ognosky