



**Southern Lehigh School District  
Board of School Directors  
Policy Committee Meeting Minutes  
February 7, 2024 @ 2:00p.m.  
Southern Lehigh Administration Building  
5775 Main Street | Center Valley, PA 18034**

**1. OPENING**

- a. Roll Call/Introduction of Roles

The meeting was called to order by Emily Gehman, Committee Chair, at 2:00p.m.

- b. Recording of Attendance

*Present:* Emily Gehman, Candi Kruse, Timothy Kearney (*remotely via Google Meet*), Ethan Ake-Little, Michael Mahon, and Karen Trinkle

**2. OVERVIEW OF POLICY COMMITTEE**

The presentation by Dr. Ethan Ake-Little highlighted the following: (1) the governmental powers of the Board in drafting policy, (2) the definition of policy vs. administrative regulations, (3) an overview of various policy categories/ the policy manual, and (d) the overall policy design process. The presentation concluded with a suggested policy review process, including the development of administrative regulations.

**3. REVIEW AND PLANNING**

*Discussion occurred regarding the following topics below:*

- a. Current Status of Southern Lehigh SD Policies/Policy

A review of the status of the policy manual occurred with special attention given to outdated *existing* policies or *new* policies recommended by the Pennsylvania School Boards Association.

- b. Development of Calendar: Policies for Review

Policies in the 100s (Programs) & 200s (Pupils) will undergo review this spring 2024 with an eye toward fall 2024 implementation.

- c. Development of Calendar: Committee Meetings

For the remainder of this school year, the Policy Committee will meet on the first Wednesday of each month @ 2:00p.m. in the Administrative Office Conference Room.

**4. ADJOURNMENT**

The meeting was adjourned at 3:30p.m.

*Respectfully submitted by Anne Marie Lobley, Executive Assistant to the Superintendent and Board Meeting Recorder. Pending Approval.*