

On January 11, 2021, the Work Session of the Board of School Directors of the Spring-Ford Area School District was called to order at 7:34 p.m. in the cafeteria of the Spring-Ford High School with the following in attendance:

Region I:	Wendy Earle, Linda C. Fazzini and Dr. Margaret D. Wright
Region II:	Clinton L. Jackson and David R. Shafer
Region III:	Thomas J. DiBello, Christina F. Melton and Diane C. Sullivan
Presiding Officer:	Colleen Zasowski via Zoom
Superintendent:	Dr. David R. Goodin
Chief Financial Officer:	James D. Fink
Solicitor:	Mark Fitzgerald, Esq.
Student Reps.:	Eshika Seth and Allison McVey

The following Board Member participated via Zoom: **Colleen Zasowski**

ANNOUNCEMENTS

Mrs. Zasowski reminded the public of the process for attendance at the meeting and for making public comments at the beginning and end of the meeting and she asked that everyone be respectful of each other. She reported that the Board met in an executive session prior to the start of this meeting tonight and on December 21st regarding personnel.

Mrs. Fazzini read a statement stating that for the past 3 years she has worked hard and contributed to the district as a school board member who cares deeply about the quality of education. She spoke of the challenges everyone in public education faced this year. Mrs. Fazzini relayed how astonished she was by the level of blame and toxicity that has occurred at board meetings targeting board members and members of the administration. She reported on protestors that came to her house and targeted her when it was late and dark, yelling, chanting through megaphones, blowing bull horns, walking around her front yard, and shining bright lights into her front windows all because they had read of Spring-Ford on social media. She asked the public and the board to be careful of what they post and realize that using social media to air grievances and stir up hatred and anger can have wider consequences. Mrs. Fazzini stated that nothing is ideal or as it used to be and to deal with so many challenges and unknowns successfully everyone needs to show understanding, respect, and resilience not anger, intimidation and blame. She expressed that she understands that people are angry, anxious and frustrated as she shares some of those emotions. She stated that many think that the district of the school board can turn a switch and magically make something happen when each new pivot in a district of close to 8,000 students is incredibly complex. She spoke about the 3 return to school plans that were voted on back in the summer and how each plan constantly had to change and evolve as every condition those plans were based on changed due to the evolving science of the virus, state and county mandates, supply and demand issues, staffing issues, funding unbudgeted expense, changes in curriculum and technology and so on. She advised that the administration and board desperately want to have students back in the buildings, especially those with the highest needs but so many pieces have to be in place to safely and legally educate in person. Mrs. Fazzini stated that she details all of this because she feels that the public does not have a sense of the enormous effort the administration, the teaching staff and the district staff have constantly been making to get students back to school and provide educational choices to families. She thanked the majority of the community who have sent emails, texts and calls over the past 8 months and for the

honest feedback, concerns and questions they have raised without personally targeting board members or administration. She added that she appreciated their input and asked those who have been the most vocal in blame and social media attacks to please return to civility and respect.

I. PUBLIC TO BE HEARD ON AGENDA ITEMS ONLY

There were no comments from the public.

II. ACTION ITEM

Mrs. Melton made a motion to approve Item A and Mrs. Fazzini seconded it. The motion passed 9-0.

Mrs. Zasowski thanked Dr. Goodin for all he has done for Spring-Ford in his service to the district.

State Representative Joseph Ciresi thanked the board members for their service during these difficult times. Mr. Ciresi said it was with great pleasure and sadness that he was here tonight to say farewell to Dr. Goodin saying he was on the board when Dr. Goodin was hired. He spoke of the accomplishments the district has achieved over the past 10 years under Dr. Goodin's superintendency. He presented Dr. Goodin with a certificate from his office and added that he is working on a citation from the state to present to him.

Mrs. Zasowski introduced a video that was shown in honor of Dr. Goodin's retirement.

Mrs. Fazzini thanked Dr. Goodin for his years of hard work and dedication to the district and the community. She said his career has been highlighted by the district's constant advancement and recognition academically as well as in arts, music, athletics and in the area of special education. Mrs. Fazzini added that he has helped create a district to be proud of. She praised him for working collectively with the board, administration and the staff while always providing a strong moral compass for the district to follow. She stated that his work and dedication will leave a strong legacy to follow which the community and students of Spring-Ford have benefitted from during his tenure. She wished him great success in his next venture.

Mrs. Melton commented that it has been a privilege to sit next to him. She added that as a parent whose children have gone through the district, she appreciates all he brought to the district including the opportunities for students, families and the community. She stated that he will be missed and she wished him all the best as well as success and calm as he heads back home and moves onto his next stage.

Ms. Sullivan commented that although she has only worked with Dr. Goodin for a very short time, she wanted to thank him for all of his efforts and everything he has done. She added that she has had 2 generations that have gone through Spring-Ford and she appreciates all of the efforts. She wished him good luck and good health.

Mr. DiBello commented that he and Mr. Ciresi were part of the hiring of Dr. Goodin 10 years ago and he hoped that everyone remembers all that has been accomplished since Dr. Goodin was hired. He added that over Dr. Goodin's tenure the district has risen to be one of the top-ranking district's in Pennsylvania, having a blue ribbon school, setting a national tone for hybrid learning, and the successful roll out of the modernized learning initiative and the increase in AP courses offered. Mr. DiBello applauded Dr. Goodin for building one of the best administrative teams in the area. He stated that he knows this past year has been a tough one for everyone and he hoped that people do not look at

this past year as a failing year as it was nowhere near that. Mr. DiBello said that Dr. Goodin over the past 10 years has been a big part of all that was achieved. He expressed appreciation for all that was accomplished as well as the friendship they were able to develop.

Mr. Shafer stated that he was also a part of the board that hired Dr. Goodin. He spoke of those individuals who choose to become a superintendent saying it is a crazy job. He added that the community and the board have expected a lot from that position and Dr. Goodin has managed to lead the district for almost 10 years. Mr. Shafer stated that the district was very fortunate to have one superintendent for such a long time as the average tenure is about 3 years. He wished that Dr. Goodin will be able to recall this time here very fondly as he moves onto the next plan for his life. Mr. Shafer stated that the community is better off for having Dr. Goodin here over this time and he thanked him and wished him the best.

The Board presented Dr. Goodin with a gift in appreciation for his service as superintendent of the district.

- A. The Board accepted the resignation of Dr. David Goodin, Superintendent of Schools, for the purpose of retirement into the Pennsylvania Public Employees' Retirement System. The effective date of Dr. Goodin's resignation with the District shall be February 2, 2021. Dr. Goodin has accepted the position of Superintendent of Schools for Sampson County, North Carolina.

III. PRESENTATION

Robb spoke about qualifications for students to be nominated by their teachers. He introduced each student and Allison and Eshika presented each student with a certificate in recognition of their nomination.

- A. **Dr. Robert Colyer**, Senior High School Principal, **Eshika Seth** and **Allison McVey**, Student Representatives to the School Board, presented the Students of the Quarter.

Mr. Rizzo presented the plans currently in place for K-6 and 7-12. He advised that the administration's recommendation is to continue moving forward with the existing plan for K-6 which is all in-person, all virtual or cyber learning. He presented the considerations for grades 7-12 which included maintaining the current hybrid, virtual and cyber model, enhance the current model with a tiered additional 4-day cohort or eliminate the hybrid option and move to 4 day in-person model while maintaining the virtual option and cyber option. He provided the data collected which compared the previous survey results for in-person learning against the actual percentages of students who attended school. Mr. Rizzo spoke about the classroom capacity for grades 7-12 and what that meant in terms of social distancing. He spoke of the pros and cons for students attending 4 days instead of 5 as well as the feasibility of moving the asynchronous day to Friday under this scenario. Mr. Rizzo provided information on the planning for the surveys proposed for grades 7-12 and added that it would be a two-tiered survey. The first survey would be an interest survey to gather information and the second would be a commitment survey. He stated that he would like to administer the first survey tomorrow and keep it live for 3 days. Mr. Rizzo advised that when considering the full in-person model that the district cannot guarantee more than 3'6" – 4' in classrooms, cannot guarantee spacing in hallways, cannot guarantee 6' distancing on school buses and cannot guarantee 6' physical distancing during lunch. He next spoke of the attestation form obligations including following the universal face covering order and the recommendations for Pre-K to 12 schools following the identification of a case of COVID.

Mr. Rizzo advised where the district takes its guidance from which included Montgomery County Office of Public Health/CHOP Policy Lab, the Pennsylvania Department of Education and the Spring-Ford School Nurses. He next provided information regarding the "Swiss Cheese" Model of COVID-19 Mitigation in Schools. Mr. Rizzo presented the data for the weekly municipality/district incident rate and PCR positivity percentages.

Mrs. Trish Smith provided an update from the Spring-Ford nurses saying they see firsthand what the pandemic looks like in our schools and the impact when dealing with a positive case. She spoke about how the virus spreads and how contagious a person can be prior to even experiencing any symptoms. Mrs. Smith spoke of the importance of contact tracing. She advised on the process the nurses follow when someone tests positive for COVID-19 and how they then conduct contact tracing. She presented the positive case numbers for Spring-Ford staff members and students for the week of January 1st through January 8th and how this impacts the close contact quarantining that must occur due to the district not being able to consistently maintain 6' social distancing in some instances. Mrs. Smith advised that the school nurses are overwhelmed in trying to handle all of this as it is a lengthy process and takes them away from their normal duties. She spoke of the short school closures that result due to a building reaching a set threshold percentage for positive cases and the negative impact that not being able to maintain the 6' social distancing has on this. She added that the number of school-aged children with COVID-19 has been increasing and that it is important to take measures to minimize the risk of spread in school settings. Mrs. Smith provided an update from PDE regarding recommended instructional models. She stated that everyone wants the kids back in school but it is important that we bring them back to school COVID safe.

Rizzo reported on next steps which included the data analysis of the survey results, the continued investigation of switching the asynchronous day to Friday or Monday, and a determination of if/when the district switches to a revised learning model.

Mrs. Zasowski asked about the potential for keeping a virtual option available for families for the remainder of the year and Mr. Rizzo advised that both administration and the Spring-Ford Education Association supported that. Ms. Sullivan and Mrs. Earle expressed their support of this as well.

Mrs. Melton spoke about the building shutdowns that have occurred and the disruption this causes to families. She asked if there was an appetite to re-evaluate the number of students in the elementary classrooms. Mr. Rizzo replied that if the board is in favor of moving in this direction then administration would support looking at this to see if there is any other option.

Dr. Wright asked for an explanation on what contact tracing looks like at the 7-12 grade level and Mrs. Smith said it is basically the same process as previously explained except that it is a little more complicated due to the number of classrooms students go in and out of during the day as well as the number of students coming into school. She spoke of the challenges with contact tracing and seating charts. Mrs. Smith advised that they have had fewer close contacts that must be quarantined due to a fewer number of students in school. The importance of 6' social distancing was stressed.

Mrs. Zasowski asked about making a motion to allow the administration to make plans for the second semester based on the results of the survey. Mr. Fitzgerald advised that a motion was not needed as the board could just issue a directive to bring back learning models based on the survey data.

Mr. DiBello made a motion to maintain the virtual option for the remainder of the 2020-2021 school year and Mrs. Zasowski seconded it. The motion passed 9-0.

The Board was in agreement to hold a Special Board Meeting next Tuesday, January 19th for the purpose of discussing the survey data and make plans for the second semester. The Policy Committee and Curriculum and Technology Committee meetings currently scheduled for that night will be moved to Thursday, January 21st.

B. **Robert Rizzo**, Assistant Superintendent, to provide an Update for the Second Semester.

IV. **BOARD AND COMMITTEE REPORTS**

WMCTC **DiBello/Earle/Zasowski** **1st Mon. 7:00 p.m.**

Mrs. Zasowski reported that the Joint Operating Committee (JOC) met on January 4, 2021 for their reorganization meeting. She congratulated Mr. DiBello who was voted in as the JOC Vice President.

MCIU **Thomas J. DiBello** **4th Weds. 7:00 p.m.**

Mr. DiBello reported that no meeting had been held yet this month. He added that in the board packet on Friday was the MCIU Operating Budget which is on the agenda this month for approval.

PSBA Liaison **David Shafer**

Mr. Shafer informed the board that on March 22nd PSBA will host its Annual Advocacy Day Event which as of now is scheduled to be virtual. He commented that this is an opportunity for board members from around the state to make their voices heard with regards to additional support from the state. He advised that he would send the link to the board so that they can register for this event. Mr. Shafer reported that the General Assembly convened last week and there are 31 freshman legislators, Republicans control the Senate with 28 out of the 50 seats, and Republicans also control the House with 112 of 203 seats. He added that on February 2nd we are expecting to see the first version of Governor Wolf's budget for 2021-2022.

Superintendent's Report **Dr. David R. Goodin**

Dr. Goodin expressed his appreciation for the support of the community, administrative team and the board over the past ten years. He stated that school districts do not move forward by the efforts of one individual and added that he has been very blessed to have a highly competent and capable team to work with and he would not trade these last 10 years for anything. He commented that it has been a pleasure and an honor to serve the Spring-Ford Area School District but it is time for him to move on. Dr. Goodin advised that he is going back home and closer to his children and grandchildren working in a district that he hopefully will be able to continue his career in. He stated that he wanted to thank everyone that he has not gotten a chance to personally talk to and let them know how much he cares for them and appreciates their years of support. He wished Mr. Rizzo all the best of luck in his career. Dr. Goodin added that he has only had 2 assistant superintendents during his tenure here: one being Dr. Roche and the second is Mr. Rizzo. He stated that he is leaving the district in the very capable hands of Mr. Rizzo and the administrative team. Dr. Goodin encouraged the community to continue to support the district and help the district move forward. He added that we are currently going through a time where there are no right answers although he believes there are lots of folks who believe they have all the answers. He wished Spring-Ford all the best. He stated that he wanted to call out his administrative team that he has so enjoyed working with both past and present. He thanked Mr. Rizzo for his support and loyalty saying he came in and just picked right up providing great help and encouragement. Dr. Goodin again wished Mr. Rizzo the best in his career.

Solicitor's Report

Mark Fitzgerald

No report.

V. MINUTES

There were no questions or comments.

- A. Administration recommends approval of the November 9, 2020 Work Session minutes. **(Attachment A1)**
- B. Administration recommends approval of the November 23, 2020 Board Meeting minutes. **(Attachment A2)**

VI. PERSONNEL

There were no questions or comments.

A. Resignations

- 1. **George S. Desko**; Physics Teacher, Senior High School, for the purpose of retirement. Effective: June 18, 2021.
- 2. **Christine A. Dixon**; Food Service Full Time (6 hour/day), Senior High School, for the purpose of retirement. Effective: March 5, 2021.
- 3. **John A. Gnias**; Elementary Teacher, Evans Elementary School, for the purpose of retirement. Effective: June 18, 2021.
- 4. **Lisa M. Levengood**; Instructional Assistant, 8th Grade Center. Effective: December 18, 2020.
- 5. **Yvonne M. Lockbaum**; Special Education Teacher, Senior High School, for the purpose of retirement. Effective: June 18, 2021.
- 6. **Barbara J. Paige**; Speech & Language Therapist, Senior High School, for the purpose of retirement. Effective: June 18, 2021.
- 7. **Tracey M. Polini**; Instructional Assistant, 7th Grade Center, for the purpose of retirement. Effective: June 18, 2021.
- 8. **Dr. Heidi A. Rochlin**; Curriculum & Instruction Supervisor, District Office. Effective: June 30, 2021.
- 9. **Todd T. Roussey**; Technology Education Teacher, 9th Grade Center, for the purpose of retirement. Effective: June 18, 2021.
- 10. **Sheryl S. Wagenseller**; Elementary Teacher, 5/6 Grade Center, for the purpose of retirement. Effective: June 18, 2021.
- 11. **Melissa A. Wobensmith**; 5/6 Club #5- Morning Announcements Club, 5/6 Grade Center. Effective: November 20, 2020.
- 12. **M. Gail Wolf**; Food Service Full Time (6 hour/day), Senior High School, for the purpose of retirement. Effective: January 29, 2021.

B. Leaves of Absence

1. **AnnMarie Novia**; Elementary Teacher, Royersford Elementary School, for a child-rearing leave of absence per the Professional Agreement. Effective: January 19, 2021 through the 2020-2021 school year.
2. **Jaclyn B. Pearson**; Special Education Teacher, Senior High School for an unpaid leave of absence per Board Policy. Effective: March 21, 2021 (estimated date) for approximately 6-8 weeks.
3. **Shannon Tolas**; Special Education Teacher, Evans Elementary School, for a Sabbatical Leave per Board Policy. Effective: January 4, 2021 through the 2020-2021 school year.
4. **Joanna M. Trautman**; Guidance Counselor, Oaks Elementary School, for an extension of child-rearing leave of absence per the Professional Agreement. Effective: February 2, 2021 through the 2020-2021 school year.
5. **Amanda L. Young**; Elementary Teacher, Brooke Elementary School, for a child-rearing leave of absence per the Professional Agreement. Effective: February 20, 2021 through the 2020-2021 school year.

C. Professional Staff

1. **Lauren E. Dietrich**; Elementary Teacher, 5/6 Grade Center, replacing Mary E. Sheehan who retired. Compensation has been set at M, Step 2, \$52,000.00, prorated with benefits per the Professional Agreement. Effective: February 22, 2021.
2. **Michele I. LeHeup**; Family & Consumer Science Teacher, 9th Grade Center, replacing Cheryl C. Viscardi who retired. Compensation has been set at M, Step 3, \$52,750.00, prorated with benefits per the Professional Agreement. Effective: January 4, 2021.
3. **Rachel M. Weigel**; English Teacher, Senior High School, replacing Michelle L. Konnick who retired. Compensation has been set at M, Step 2, \$52,000.00, prorated with benefits per the Professional Agreement. Effective: To be determined.

D. Temporary Professional Staff

1. **Jamie L. Brigham**; English Teacher, 8th Grade Center, replacing Helen A. Hiles who resigned. Compensation has been set at M, Step 1, \$51,500.00, prorated with benefits per the Professional Agreement. Effective: January 4, 2021.
2. **Hannah J. Schreffler**; Music Teacher, Upper Providence Elementary School, replacing Elena M. Kinney who retired. Compensation has been set at B, Step 1, \$50,000.00, prorated with benefits per the Professional Agreement. Effective: January 7, 2021.

E. Support Staff

1. **Kevin K. Bearde**; Custodian, 7th Grade Center, replacing Larry S. Hesh who retired. Compensation has been set at \$17.22/hour with benefits per the Custodian Benefit Summary. Effective: December 7, 2020.

2. **Gabrielle M. Fisher**; Instructional Assistant, 7th Grade Center, replacing Aimee E. Kemp who had a change of status. Compensation has been set at \$17.36/hour with benefits per the Instructional Assistants' Benefit Summary. Effective: December 15, 2020.
3. **Mary C. Henderson**; Instructional Assistant, Upper Providence Elementary School, replacing Christina M. Giamo who resigned. Compensation has been set at \$17.36/hour with benefits per the Instructional Assistants' Benefit Summary. (Previously Board approved in November 2020. Correction in hourly rate). Effective: November 18, 2020.
4. **Kathya Holohan**; Instructional Assistant, 5/6 Grade Center, replacing Melanie A. Pierce who resigned. Compensation has been set at \$17.36/hour with benefits per the Instructional Assistants' Benefit Summary. Effective: January 11, 2021.
5. **Cole N. Lenhart**; Support Technician, Senior High School, replacing Lindsay Brock who resigned. Compensation has been set at \$19.60/hour with benefits per the Support Technician Benefit Summary. Effective: January 11, 2021.
6. **Brian P. Malloy**; Systems Technician, 7th Grade Center, replacing Brian G. Cooper who resigned. Compensation has been set at \$45,000.00, prorated with benefits per the Administrative Support Benefit Summary. Effective: December 9, 2020.
7. **Tyler S. Morris**; Instructional Assistant, 7th Grade Center, replacing Laura Gilmore who had a change of assignment. Compensation has been set at \$16.36/hour with benefits per the Instructional Assistants' Benefit Summary. Effective: January 4, 2021.
8. **Jamie S. Schaffer**; Custodian, Evans Elementary School, replacing Andrew J. Coan who had a change of status. Compensation has been set at \$17.22/hour with benefits per the Custodian Benefit Summary. Effective: January 4, 2021.

F. Change of Status

1. **Aimee M. Oblak**; Special Education Teacher to Special Education Supervisor - Grades 10-12, Senior High School, replacing David J. Krakower who had a change of assignment. Compensation has been set at \$115,500.00, prorated with benefits per the Act 93 Agreement. Effective: To be determined.
2. **Marianne A. Quinty**; Secretary to Administrative Assistant, Limerick Elementary School, replacing Barbara M. Bono who retired. Compensation has been set at \$19.80/hour with benefits per the Secretary Benefit Summary. Effective: February 1, 2021.
3. **Melissa L. Wasko**; Registered Nurse to Certified School Nurse, 5/6 Grade Center, replacing Cathy E. Bradfield who retired. Compensation has been set at M+30, Step 1, \$56,815.00, prorated with benefits per the Professional Agreement. Effective: February 2, 2021.

- G. Administration recommends approval of the 2021 Extended School Year Program (ESY) and the positions identified below to be held at the 5/6/7 Grade Center. The program will be held Monday, June 28, 2021 through Thursday, July 29, 2021; Monday through Thursday from 8:30 AM to 2:30 PM. The appointments and payments herein shall be contingent upon the ability as determined by Administration to provide such ESY offerings to students consistent with CDC guidelines and guidelines from the Commonwealth of Pennsylvania.

1. Forty (40) Special Education Teachers at a rate of \$40.00/hour.
 2. Twelve (12) Special Education Teachers-Tutors at a rate of \$40.00/hour.
 3. Five (5) Special Education Teachers with WILSON experience for individual students as per the students' ESY IEP's at a rate of \$40.00/hour.
 4. Four (4) Speech Therapists at a rate of \$40.00/hour.
 5. One (1) Behavior Specialist at a rate of \$40.00/hour.
 6. One (1) School Counselor at a rate of \$40.00/hour.
 7. One (1) Certified School Nurse at a rate of \$40.00/hour.
 8. Sixty (60) Instructional Assistants. Rates will vary between \$16.36-\$21.89/hour depending on experience and educational degree.
- H. Administration recommends approval of the Extended School Year Coordinator position. This position will run from March 1, 2021 through August 2, 2021 at a rate of \$40.00/hour, not to exceed 210 hours.
- I. Administration recommends approval of the attached extra-curricular contracts for the 2020-2021 school year. Payments of extra-curricular stipends shall be contingent upon the reopening of schools and the ability as determined by the Administration to provide such extra-curricular offerings to students consistent with CDC guidelines and guidelines from the Commonwealth of Pennsylvania. The district reserves the right to prorate or not pay stipends in the event of a school closure, school modification, and/or discontinuation of the activity due to pandemic or other events surrounding the pandemic.
(Attachment A3)

VII. FINANCE

There were no questions or comments.

- A. Administration recommends approval for next month's payroll, taxes, all benefits, transportation contracts, IU contracts, Vo-Tech payments, debt service payments, utility bills, maintenance agreements, copier leases, equipment maintenance, federal grants, insurance, and discounted invoices.
- B. Checks:
1. General Fund Checks
Check No. 211966 – 212292 \$ 1,318,265.63
 2. Food Service Checks
Check No. 2030 – 2076 \$ 3,685.20
 3. Capital Reserve Checks
Check No. 2093 - 2096 \$ 51,862.14
 4. Capital Projects
Reserve Fund: Check No. 85 – 86 \$ 164,359.24
 5. General Fund, Food Service, & Capital Reserve and Projects ACHs
ACH 202100686 – 202101073 \$ 4,836,350.58
 6. Wires
202000055 – 202000082 \$ 6,192,180.09

- C. The following monthly Board reports are submitted for your approval:
- Skyward Reports
 - Check Register (General Fund, Food Service, Capital Reserve, Capital Projects, Scholarships and Wires)
 - ACH Check Register (General Fund, Food Service, Capital Reserve, and Capital Projects)
 - Wires Register (General Fund, Food Service, Capital Reserve, and Capital Projects)
- D. Administration recommends approval of the following independent contracts:
1. **Chester County Intermediate Unit – Downingtown, PA.** Provide educational services during the 2020-2021 school year for four special needs students as per their IEPs. Funding will be paid from the Special Education Budget and shall not exceed a total of \$107,866.00.
 2. **Dr. Emily Perlis – Bryn Mawr, PA.** Conduct a comprehensive neuropsychological evaluation for an elementary student. Funding will be paid from the Special Education Budget and shall not exceed \$4,000.00.
 3. **Valley Forge Educational Services (The Vanguard School) – Malvern, PA.** Provide educational services during the 2020-2021 school year for a special needs student as per the IEP. Funding will be paid from the Special Education Budget and shall not exceed \$67,000.00.
- E. Administration recommends approval of an addendum to the extended contract with Stratford Friends School (settlement agreement #2019-04) originally approved in August 2020. This addendum is necessary to supplement the cost of tuition for related services that were needed in order to meet the student's needs. The total cost shall not exceed \$3,000.00 and will be paid from the Special Education Budget.
- F. Administration recommends approval of the Preliminary General Fund Budget for the 2021-2022 school year in the amount of \$182,287,341.00.
- G. Administration recommends approval to file with the Department of Education the 2021-2022 referendum exceptions estimated at \$2,000,000.00 for Special Education Expenditures and Retirement Contributions. These estimated referendum exceptions represent approximately 1.8% and could be used for allowable millage over the Act 1 State Index cap amount of 3.0%. Exceptions are permitted due to the recognition that there are extraordinary district expenses above the rate of inflation.
- H. Administration recommends approval of the 2021-2022 Montgomery County Intermediate Unit's Member Services Budget in the amount of \$1,518,580.00. This amount represents no increase from the 2020-2021 MCIU Member Services Budget overall amount. Spring-Ford's share, based upon enrollment, for 2021-2022 is \$117,335.00 which is a \$1,179.00 decrease from last year's amount.
- I. Administration recommends approval of a revision to the three-year contract with IXL Learning to provide a virtual personalized learning platform for special needs students in grade K-12. This contract was originally approved at the October 26, 2020 Board Meeting agenda for a three-year total of \$8,910.00. Additional funds of \$4,431.00 are needed to cover the cost of 125 secondary students. This addition brings the total three-year contract to \$13,341.00. The revised contract will be paid in three yearly installments. The revised installments per year will be: year one \$6,423.00 plus \$495.00 for professional learning

services for a total of \$6,918.00, year two \$3,212.00 and year three \$3,211.00. Funding will be paid from the Special Education Budget and shall not exceed a total of \$13,341.00 for all three years.

VIII. OTHER BUSINESS

Mrs. Zasowski asked Mr. Rizzo if this calendar was the second version and the one preferred by the administration and he replied yes.

- A. Administration recommends approval of the 2021-2022 school calendar.
(Attachment A4)
- B. The following policies are submitted as second readings for approval at the January Board meeting:
 - 1. Policy #115 – PROGRAMS: Career and Technical Education **(Attachment A5)**
 - 2. Policy #124 – PROGRAMS: Alternative Instruction Courses **(Attachment A6)**
 - 3. Policy #125 – PROGRAMS: Adult Education **(Attachment A7)**
 - 4. Policy #126 – PROGRAMS: Class Size **(Attachment A8)**
 - 5. Policy #203 – PUPILS: Communicable Diseases and Immunization **(Attachment A9)**
 - 6. Policy #204 – PUPILS: Attendance **(Attachment A10)**
 - 7. Policy #205 – PUPILS: Postgraduate Students **(Attachment A11)**
 - 8. Policy #211 – PUPILS: Student Accident Insurance **(Attachment A12)**
 - 9. Policy #212 – PUPILS: Reporting Student Progress **(Attachment A13)**
 - 10. Policy #219 – PUPILS: Student Complaint Process **(Attachment A14)**
 - 11. Policy #224 – PUPILS: Care of School Property **(Attachment A15)**
 - 12. Policy #228 – PUPILS: Student Government **(Attachment A16)**
 - 13. Policy #230 – PUPILS: Public Performances by Students **(Attachment A17)**

IX. INFORMATIONAL ITEM

Mrs. Zasowski noted the information item. Mr. DiBello noted that this rate is established by the Federal Government and is not one that the school district makes up.

- A. Effective January 1, 2021, the IRS mileage rate will be **56 cents per mile** which is a decrease from the 2020 rate of 57.5 cents per mile.

X. BOARD COMMENT

Mr. DiBello commented that he thought there would be conversation tonight on the step forward in the superintendent process. He suggested that possibly the first step would be to put out a Request for Information (RFI) for companies that provide superintendent search services as it is a long process. Mr. DiBello stated that he was not sure if a motion was needed to do this if the board was in support of this. Mrs. Zasowski said she was in favor of this and asked Mr. Fitzgerald if a formal motion was needed. He replied that it was not needed if the board was in support of this. The board members indicated that they supported moving forward with this. Mr. DiBello advised that the Montgomery County Intermediate Unit has packets prepared for school districts of firms that provide this service. Mr. Shafer asked about the timeline for getting the information and Mr. DiBello replied that he felt the information could be obtained for this Friday's board packet. Mrs. Zasowski asked who would do the RFI and gather the information and Mr. Fitzgerald replied that the current administration would gather the information and provide it to the board members.

Mr. Jackson asked for confirmation that next week's agenda would only contain one topic which would be to discuss the survey data so that the board can digest it and make a decision and this was confirmed.

XI. PUBLIC TO BE HEARD

Kelly Olsen, Collegeville, asked the board to keep working on getting the kids back in school.

Roland Olsen, Collegeville, stated that he appreciates the survey plan and felt that the fact that the Swiss Cheese was working should be highlighted.

Michael Lebieczinski, Royersford, disputed Mrs. Fazzini's statement regarding the protest outside her home.

Mary Jo Mcnamara, Royersford, expressed her support of the district conducting the survey, reviewing the results and getting students back to school in person.

Emily Bell, Royersford, asked that consideration be given to not including IEP and ELL students in building closures if the COVID exposure did not occur in their classroom.

Kathy Morris, Royersford, asked that the district consider looking into the potential COVID testing of staff at the beginning of the week and especially after a long break.

Farrah Aversano, Collegeville, implored the board and administration to bring kids back to school on a consistent basis and give consideration to the seniors.

Melanie Bowen, Phoenixville, thanked Mrs. Fazzini for her commitment to public education and apologized that the Fazzini's were harassed.

XII. ADJOURNMENT

Mrs. Earle made a motion to adjourn and Mrs. Fazzini seconded it. The motion passed 9-0. The meeting adjourned at 10:05 p.m.

Respectfully submitted,

Diane M. Fern
School Board Secretary

On November 9, 2020, the Work Session of the Board of School Directors of the Spring-Ford Area School District was called to order at 7:30 p.m. in the cafeteria of the Spring-Ford High School with the following in attendance:

Region I: Wendy Earle, Linda C. Fazzini and Dr. Margaret D. Wright
Region II: Clinton L. Jackson
Region III: Thomas J. DiBello, Christina F. Melton and Diane C. Sullivan
Presiding Officer: Colleen Zasowski
Superintendent: Dr. David R. Goodin
Chief Financial Officer: James D. Fink
Solicitor: Mark Fitzgerald, Esq.
Student Reps.: Eshika Seth and Allison McVey

The following Board Member participated virtually: **David R. Shafer**

PLEDGE OF ALLEGIANCE

ANNOUNCEMENTS

Mrs. Zasowski reminded the public of the maximum attendance capacity and the process for making public comments and asked that everyone show respect when commenting. She asked the board if they would be agreeable to moving the first 3 presentations ahead of public comment as sometimes that can be quite lengthy and there were some parents and students in attendance who were present and being recognized this evening. The board members agreed with the revision to the order of the meeting regarding the presentations.

Eshika congratulated the Girls' Tennis Team on their State Championship.

I. PRESENTATIONS

Mrs. Zasowski introduced Allison McVey as the new Student Representative to the School Board. She advised that Allison's essay and interview illustrated a dedicated and ambitious student who was highly recommended by her teachers. Mrs. Zasowski welcomed Allison to the board table.

- A. **Mrs. Colleen Zasowski**, School Board President, to introduce the new Student Representative to the School Board, **Allison McVey**.

Dr. Kollar introduced and recognized the students who were named as Commended Students 2021 National Merit Scholarship Program. He asked those that were able to be present to come forward as he called their name. They were presented with a certificate from the National Merit Scholarship Program in recognition of their accomplishment.

- B. **Dr. Jeff Kollar**, High School Principal to the Class of 2021, to recognize the following 19 students on being named as "Commended Students" in the 2021 National Merit Scholarship Program.

**Brendan Baganski
Gregory M. Bolton
Abigail B. Calvert
Katherine G. Fazzini
Joshua R. Hellauer
Nathan Kalish
Aayod Kaul
Julia S. Kotes
Kasey E. Linton**

**Aditya Madhu
Sam P. Ostrowski
Jessica Pan
Elizabeth M. Power
Alyssa M. Sharma
Trent M. Swanson
Lily A. Undercofler
Riley A. Wallace
Thomas D. Wirant
Owen C. Wright**

Dr. Kollar introduced and recognized the students who were named as Semi-Finalists in the 2021 National Merit Scholarship Program. He asked those that were able to be present to come forward as he called their name. They were presented with a certificate from the National Merit Scholarship Program in recognition of their accomplishment.

- C. **Dr. Jeff Kollar**, High School Principal to the Class of 2021, to recognize the following 4 students on being named as "Semi-Finalists" in the 2021 National Merit Scholarship Program.

**Gaurav Chawla
Anshika Gupta
Farnaz A. Khandaker
Jupjowt Singh**

II. PUBLIC TO BE HEARD ON AGENDA ITEMS ONLY

Shannon Hetrick, Collegeville, expressed concern over class sizes for both virtual and in-person instruction.

John Yonchuk, Royersford, spoke of his disappointment with the continuation of the re-opening plan despite knowing that Montgomery County is now in the Substantial category.

Lyndsie Olenoski, Collegeville, expressed disappointment over the change in the re-opening plan and the communication of those changes.

Gabrielle Deardorff, Royersford, asked for clarification on the process for changing the re-opening plan.

Samantha Hall, Spring City, stated that perception of the survey was that it was binding and since there has been a change in the re-opening plan felt that a new survey should be done.

III. ACTION ITEMS

Mrs. Melton made a motion to approve Items A-E and Mr. DiBello seconded it. The motion passed 9-0.

- A. The Board approved **Resolution 2020-28** commending **Mia Matriccino**, a member of the Spring-Ford High School Girls' Tennis Team, for winning the 2020 Pioneer Athletic Conference (PAC) Girls' Tennis Singles Championship and qualifying for the PIAA District One Girls' Tennis Singles Tournament. **(Attachment A1)**

- B. The Board approved **Resolution 2020-29** commending the **Spring-Ford High School Girls' Tennis Team** and their coaches **Todd Reagan, Devon Staino** and **Karen Canuso** for winning the 2020 Pioneer Athletic Conference (PAC) Girls' Tennis Championship, the PIAA District One AAA Championship and the PIAA-AAA State Championship. **(Attachment A2)**
- C. The Board approved **Resolution 2020-30** commending the **Spring-Ford High School Girls' Soccer Team** and their coaches **Tim Raub, Rob Rooney, Jamie Mahar** and **Will Geosits** for winning the 2020 Pioneer Athletic Conference (PAC) Girls' Soccer Championship. **(Attachment A3)**
- D. The Board approved **Resolution 2020-31** commending the **Spring-Ford High School Football Team** and their coaches **Chad Brubaker, Steve Schein, Jim Mich, Chad Strickler, Gary Rhodenbaugh, Charles Nesley, Steve Entenman, Jim Algeo, Tyler Hartranft** and **Will Geosits** for winning the 2020 Pioneer Athletic Conference Football Championship. **(Attachment A4)**
- E. The Board approved **Resolution 2020-32** commending the **Spring-Ford High School Boys' Cross Country Team** and their coaches **David Cain, Danielle Stauffer, Matt Varady** and **Will Geosits** for winning the 2020 Pioneer Athletic Conference (PAC) Girls' Tennis Championship, the PIAA District One AAA Championship and the PIAA-AAA State Championship. **(Attachment A5)**

Dr. Goodin provided an update on the re-opening of school, spoke about class sizes and advised that for the most part we are within our class size range as outlined in the plan. He also provided information regarding the distancing between student desks in the classrooms. Mr. Rizzo provided the in-person class size average numbers for each building as well as the virtual class size averages. Dr. Goodin spoke of staff and bus driver shortages the district is experiencing and advised that everything is being done to work through these obstacles. Dr. Goodin spoke about Montgomery County now being in the Substantial category and stated that in his extensive conversations with other superintendents and county officials it is being found that the spread of the virus is not happening in schools because of the mitigation efforts that districts have in place such as wearing masks, students being socially distanced, and hand washing. He advised that the district is ready to open up on Thursday if the Board is willing to move forward with this and support it.

The Board spoke about students returning to school and further discussed class sizes, spacing between desks in the classrooms, staffing and substitute teacher shortages and the backup plans to deal with this, bus driver shortages and how bus routes will be impacted, food service plans, the air filtration system, health services and the quarantine room plans, the bus sanitization system, survey results and the potential for parents to change their decisions. It was stated that families of elementary kids were advised that students upon returning to school should not bring the district issued computers into school and explained that the reason this is this is being done is so that they have them in the event the district must return to an all-virtual model.

Dr. Goodin reminded everyone of the importance of wearing masks, practicing proper hand washing procedures and he issued caution to families for the upcoming holidays. He stated that it takes everyone working together to make this work. He also asked that parents not send any student to school if they are feeling ill and also asked that any staff member not feeling well stay home.

- A. **Dr. David R. Goodin**, Superintendent, to provide an Update on the Reopening of School.

IV. BOARD AND COMMITTEE REPORTS

Community Relations Colleen Zasowski 1st Tues. 6:30 p.m.

Mrs. Zasowski reported on the meeting that took place on November 4, 2020. The minutes from this meeting will be posted on the district-wide website once approved at the committee level.

Extracurricular David Shafer 1st Tues. 7:30 p.m.

Mr. Shafer reported on the meeting that took place on November 4, 2020. The minutes from this meeting will be posted on the district-wide website once approved at the committee level.

WMCTC DiBello/Melton/Zasowski 1st Mon. 7:00 p.m.

Mrs. Melton reported that the Western Center Joint Operating Committee met on November 2, 2020 and discussed the cosmetology salon reopening with COVID protocols in place. She advised that the Western Center has reported that there have not been any transmissions in the building and that everyone was proud of how students and families have handled this. She added that the Western Center administration is sending out blast reminders every two days regarding the importance of wearing masks and staying home if not feeling well. Mrs. Melton advised that the Girls Night Out had been cancelled. She added that the Western Center did host a local Skills Leadership for their students and it was extremely successful. She advised that Andrew Rothermel has been providing support to the Western Center by filming vignettes for each of the programs offered in order to help them put together a virtual open house. She added that students will be able to select and view 3 programs of interest to them in order to help them evaluate and decide on what they may like to pursue upon enrolling at Western Center.

Mr. DiBello reported that there were two positions that were approved that he was not comfortable with the salaries and voted no on. He added that a food service person was being brought in with a salary of \$92,000 and a special education teacher with a salary of \$77,000. He stated that he did not get a good answer on why they were being brought in other than they were really good people and he was not happy with these expenditures. Mrs. Melton clarified that the food service hiring was for the head of the Culinary Department.

MCIU Thomas J. DiBello 4th Weds. 7:00 p.m.

There was no report since there was no meeting held in October.

Ad-Hoc Thomas DiBello (As Needed)

Mr. DiBello advised that he had no report as the Ad-Hoc Committee did not meet and stated that with everything constantly changing he was not sure where to go with the Ad-Hoc Committee.

PSBA Liaison David Shafer

There was no report.

Asst. Superintendent Rpt. Robert Rizzo

Mr. Rizzo reported that staff have been back in the buildings for a few weeks now. He stated that everyone is excited to have them back as it marks the next steps towards getting our school community closer to normal. He thanked the staff for all of the amazing work they have been doing since March to connect with our students. He added that he knows that there likely were some significant personal barriers many had to overcome to be back in the buildings to service our community and he thanked them for their dedication. Mr. Rizzo advised parents that regardless of whether they signed their child up for in-person, virtual, or cyber, that this Thursday marks the beginning of the next chapter in the 2020-2021 school year with the start

of Quarter 2. He advised that Quarter 1 is almost behind us and that everyone is excited to see what great things Quarter 2 and the rest of the year promises. Mr. Rizzo thanked all of the staff for working towards bringing some level of normalcy to the students and schools. He stated that we have been fortunate to gradually increase our offerings to our students, whether virtual or in person. He added that there are a lot of great things happening with our students and we are happy to create these memories whether they be athletic, academic, or artistic.

Solicitor's Report Mark Fitzgerald

There was no report.

V. MINUTES

There were no questions or comments.

- A. Administration recommends approval of the October 5, 2020 Special Board Meeting minutes. **(Attachment A6)**

VI. PERSONNEL

Mr. DiBello asked about Item C saying it seems like we are hiring teachers beyond the starting salary and he stated that the goal was not to do this. He asked about C2 and the funding from Title I and questioned whether that was just for this year and what would happen if this went away. Mrs. Leiss replied that it is based on programming needs and will be based on needs thereafter. Mr. DiBello asked for further explanation on whether the district could curtail the position if there was a drop in the need for this and Mr. Fitzgerald advised that the position could be curtailed. Mr. DiBello raised concerns over bringing in teachers above Step 1 and the Board Members indicated that they were comfortable with the decisions the Human Resource Department and Administration were making in getting the most qualified individuals at the salary that was most financially smart.

A. Resignations

1. **Colleen M. Deschamp**; Food Service Part-Time (3 hour/day), 5/6 Grade Center. Effective: November 6, 2020.
2. **Ann E. Richardson**; French/Spanish Teacher, Senior High School, for the purpose of retirement. Effective: February 2, 2021.
3. **Mary E. Sheehan**; Elementary Teacher, 5/6 Grade Center, for the purpose of retirement. Effective: December 23, 2020.
4. **Cheryl C. Viscardi**; Family and Consumer Science Teacher, 9th Grade Center for the purpose of retirement. Effective: January 4, 2021.
5. **Tiffany S. Williams**; Instructional Assistant, 5/6 Grade Center. Effective: November 3, 2020.

B. Leaves of Absence

1. **Beverly E. Reimund**; Elementary Teacher, 5/6 Grade Center, for an extension of Sabbatical Leave per Board Policy. Effective: February 1, 2021 through the 2020-2021 school year.

2. **Amanda M. Samperi**; Speech Therapist, Limerick Elementary, for a child-rearing leave of absence per the Professional Agreement. Effective: December 25, 2020 through the end of the 3rd marking period of the 2020-2021 school year.
3. **Jennifer B. Young**; Instructional Assistant, Royersford Elementary, for an unpaid leave of absence per Board Policy. Effective: December 31, 2020 (estimated date) for approximately 6-8 weeks.

C. Professional Staff

1. **Tara Carlo**; Art Teacher, 5/6 Grade Center, replacing Cheryl A. Kramer-Zabrecchi who retired. Compensation has been set at M, Step 5, \$54,673.00 with benefits per the Professional Agreement. Effective: November 23, 2020.
2. **Maria Castro**; Title I Math Teacher, Brooke Elementary School and Spring City Elementary School. Compensation has been set at M+30, Step 3, \$60,896.00 prorated with benefits per the Professional Agreement. Salary and benefits will be funded 100% through Title I. Effective: November 30, 2020.
3. **Jessica L. Mastromatto**; Elementary Teacher, Brooke Elementary School, replacing Rebecca H. Steiner who retired. Compensation has been set at M, Step 3, \$52,750.00 with benefits per the Professional Agreement. Effective: November 4, 2020.

D. Support Staff

1. **Emily A. Walker**; Instructional Assistant, Brooke Elementary School, replacing Danette M. Dewey who retired. Compensation has been set at \$17.36/hour with benefits per the Instructional Assistants' Benefit Summary. Effective: November 12, 2020.

E. Change of Status

1. **Keith A. Bortz, Jr.**; Support Technician, Senior High School, to Software Specialist, District Office, replacing Kathleen Cox who resigned. Compensation has been set at \$55,000.00 prorated with benefits per the Administrative Support Benefit Summary. Effective: November 9, 2020.
2. **George D. Koloch**; Head Custodian, Upper Providence Elementary School, to Head Custodian, 5/6 Grade Center and 7th Grade Center, replacing Michael J. Barber who had a change of status. Compensation has been set at \$23.58 plus \$3.00 head custodian stipend per the Custodian Benefit Summary. Effective: November 23, 2020.

F. Substitutes

- | | | |
|------------------------------|-------------------|------------------|
| 1. Leanne M. Bath | Recess/Lunch Aide | Rate: 10.75/hour |
| 2. Kristen M. Cathers | Recess/Lunch Aide | Rate: 10.75/hour |
| 3. Kelly Connor | Recess/Lunch Aide | Rate: 10.75/hour |

G. Tenure Status

The individual listed below has completed three (3) years of satisfactory service as a temporary professional employee and is, therefore, entitled to tenure status:

1. Maura F. Groff

- H. Administration recommends approval of the attached extra-curricular contracts for the 2020-2021 school year. Payments of extra-curricular stipends shall be contingent upon the reopening of schools and the ability as determined by the Administration to provide such extra-curricular offerings to students consistent with CDC guidelines and guidelines from the Commonwealth of Pennsylvania. The district reserves the right to prorate or not pay stipends in the event of a school closure, school modification, and/or discontinuation of the activity due to pandemic or other events surrounding the pandemic.

(Attachment A7)

VII. FINANCE

Dr. Wright asked that Mr. Rizzo provide an explanation of Item G since this was such a large amount. Mr. Rizzo explained that this motion and additional funding was necessary due to the significant increase in Spring-Ford Cyber Learning enrollment. He also explained the savings of offering a Spring-Ford Cyber Program as opposed to students attending an outside cyber program.

- A. Administration recommends approval for next month's payroll, taxes, all benefits, transportation contracts, IU contracts, Vo-Tech payments, debt service payments, utility bills, maintenance agreements, copier leases, equipment maintenance, federal grants, insurance, and discounted invoices.

B. Checks:

- | | |
|---|-----------------|
| 1. <u>General Fund Checks</u> | |
| Check No. 211723 – 211965 | \$ 794,927.77 |
| 2. <u>Food Service Checks</u> | |
| Check No. 1982 – 2029 | \$ 2,852.50 |
| 3. <u>Capital Reserve Checks</u> | |
| Check No. 2092 | \$ 26,952.00 |
| 4. <u>General Fund, Food Service, & Capital Reserve and Projects ACHs</u> | |
| ACH 202100483 – 202100685 | \$ 2,481,505.66 |
| 5. <u>Wires</u> | |
| 202000041 – 202000054 | \$ 2,799,011.68 |

- C. The following monthly Board reports are submitted for your approval:

- Skyward Reports
 - Check Register (General Fund, Food Service, Capital Reserve, Capital Projects, Scholarships and Wires)
 - ACH Check Register (General Fund, Food Service, Capital Reserve, and Capital Projects)
 - Wires Register (General Fund, Food Service, Capital Reserve, and Capital Projects)

D. Administration recommends approval of the following independent contracts:

1. **Personal Health Care, Inc. – Valley Forge, PA.** Provide nursing services for a special needs student during the school day and/or on transportation during the 2020-2021 school year as per the IEP. Funding will be paid from the Special Education Budget and shall not exceed \$8,820.00.
 2. **Dr. Claudia Chernow - Dresher, PA.** Conduct a psychiatric evaluation for a special needs student. Funding will be paid from the Special Education Budget and shall not exceed \$2,500.00.
 3. **Capstone Academy – East Norriton, PA.** Provide educational and related services for a special needs student during the 2020-2021 school year as per the IEP. Funding will be paid from the Special Education Budget and shall not exceed \$88,200.00.
 4. **Education Alternatives for ABA, LLC, King of Prussia, PA.** Provide direct program supervision and direct applied behavior analysis services for a special needs student during the 2020-2021 school year as per the IEP. Funding will be paid from the Special Education Budget and shall not exceed \$12,000.00.
- E. Administration recommends approval of an addendum to the 3-year independent contract agreement (7/1/2020 – 6/30/2023) with Pediatric Therapeutic Services, Inc. in Conshohocken, PA which was board approved in June 2020. This addendum is necessary due to additional costs to provide speech and language services during a 16-week staff leave of absence. Funding will be paid from the Special Education Budget and shall not exceed \$41,400.00.
- F. Administration recommends approval of the renewal agreement with Spring Valley YMCA for the rental of their pool facilities for the District's Swim Team's practices. Funding will come from the Athletic Budget and shall not exceed \$14,000.00.
- G. Administration recommends the approval of additional funding to pay the per diem hourly rate for teachers providing instruction in Spring-Ford Cyber Learning beyond their contractual weekly hours. This is in addition to the original motion from the July 20, 2020 board meeting. It is an unbudgeted expenditure and will be funded from the Unassigned Fund Balance and shall not exceed \$450,000.00.

VIII. OTHER BUSINESS

A. The following policies are submitted as first readings:

1. Policy #115 – PROGRAMS: Career and Technical Education (**Attachment A8**)
2. Policy #124 – PROGRAMS: Alternative Instruction Courses (**Attachment A9**)
3. Policy #126 – PROGRAMS: Class Size (**Attachment A10**)
4. Policy #203 – PUPILS: Communicable Diseases and Immunization (**Attachment A11**)
5. Policy #205 – PUPILS: Postgraduate Students (**Attachment A12**)
6. Policy #211 – PUPILS: Student Accident Insurance (**Attachment A13**)
7. Policy #212 – PUPILS: Reporting Student Progress (**Attachment A14**)
8. Policy #219 – PUPILS: Student Compliant Process (**Attachment A15**)
9. Policy #224 – PUPILS: Care of School Property (**Attachment A16**)
10. Policy #228 – PUPILS: Student Government (**Attachment A17**)
11. Policy #230 – PUPILS: Public Performances by Students (**Attachment A18**)

IX. BOARD COMMENT

Mr. DiBello questioned the virtual class sizes talked about earlier tonight and suggested that possibly the coaches could be utilized to pick up some of the virtual learning classes in an effort to lessen the number of students in each class. Dr. Goodin indicated that this was an option considered but that there was a concern with the ability to have subs for any absences of professional staff members when needed on a day-to-day basis. Mr. Rizzo confirmed that the coaches are part of the solution but as stated administration wanted to make sure there was flexibility to use the coaches when needed for substitute coverage.

X. PUBLIC TO BE HEARD

Brian Ewing, Royersford, questioned how a day in class was going to look for students when they return and how people will be notified of potential close contact exposure.

Scott Hoffman, Royersford, asked what the new metric was for the district going back to all-virtual learning.

Annie Schlichter, Spring City, questioned how the district can possibly reopen in light of the email that went out today indicating there was a lack of busses, the cleaning is not fully in place yet and there is a shortage of substitutes. She requested that parents be permitted to change their decision on how their child will receive instruction.

Gabrielle Deardorff, Royersford, commented how impressed she was with the district nurses and their preparedness but was disheartened that they have not been included in these meeting conversations.

Erica Hermans, Royersford, expressed that the constantly changing information fosters distrust.

Kate Palladino, Royersford, commented that since the original plan of moving to a virtual model if the county is considered to be in the substantial classification is now changing that parents be permitted to change their decision on how their child will receive instruction.

Jerry Danouras, Royersford, spoke about and provided the current incident rates as of today for Montgomery County that he was able to calculate since the ones on the county website are over 10 days old.

Sarah Danouras, Royersford, talked about the COVID cases continuing to rise and wondered how the current educational plan adjust to accommodate teachers who may find the new plan unacceptable.

Carol Speers, Collegeville, asked that the district consider remaining on the path that Spring-Ford has laid out and stated that a return to all-virtual would be difficult for working parents.

Heather Staley, Spring City, clarified that when statistics for COVID cases is provided they are referring to positive test results but added that there have been false positives reported. She spoke of other districts who have had students return to school and have done so without any outbreaks.

XI. ADJOURNMENT

Mrs. Fazzini made a motion to adjourn and Mrs. Earle seconded it. The motion passed 9-0. The meeting adjourned at 10:04 p.m.

NOVEMBER 9, 2020

Respectfully submitted,

Diane M. Fern
School Board Secretary

On November 23, 2020, the Board Meeting of the Board of School Directors of the Spring-Ford Area School District was called to order at 7:42 p.m. in the cafeteria of the Spring-Ford High School with the following in attendance:

Region I: Wendy Earle and Dr. Margaret D. Wright
Region II: Clinton L. Jackson and David R. Shafer
Region III: Thomas J. DiBello, Christina F. Melton and Diane C. Sullivan
Presiding Officer: Colleen Zasowski
Assistant Superintendent: Robert W. Rizzo
Chief Financial Officer: James D. Fink
Solicitor: Mark Fitzgerald, Esq.
Student Reps.: Eshika Seth and Allison McVey

The following Board Member was present via Zoom: **Linda C. Fazzini**

ANNOUNCEMENTS

Mrs. Zasowski announced that the Board met in an Executive Session prior to tonight's meeting regarding personnel and security.

Mrs. Zasowski made a motion to remove Item VIII, C, from the agenda and hold it until the January meeting. Mrs. Earle seconded the motion. The motion passed 9-0. Item VIII, C, was removed from the agenda and will be placed on the January agenda.

Mrs. Zasowski noted that she was amending Item VI, D, 10, to include the language "pending solicitor approval". There was no objection by the board. The motion was amended.

Mrs. Zasowski reminded the public of the process for attendance at the meeting and for making public comments at the beginning and end of the meeting.

I. PUBLIC TO BE HEARD ON AGENDA ITEMS ONLY

Heather Bixler, Collegeville, encouraged the board to approve the additional funding for Spring-Ford Cyber Learning saying she and her family were very happy with this program.

II. PRESENTATIONS

Mr. McDaniel recognized the athletes, coaches and teams on their outstanding accomplishments during the fall season.

- A. Presentation of **Resolution 2020-28** commending **Mia Matriccino**, a member of the Spring-Ford High School Girls' Tennis Team, for winning the 2020 Pioneer Athletic Conference (PAC) Girls' Tennis Singles Championship and qualifying for the PIAA District One Girls' Tennis Singles Tournament. **(Attachment A1)**
- B. Presentation of **Resolution 2020-29** commending the **Spring-Ford High School Girls' Tennis Team** and their coaches **Todd Reagan, Devon Staino** and **Karen Canuso** for winning the 2020 Pioneer Athletic Conference (PAC) Girls' Tennis Championship, the PIAA District One AAA Championship and the PIAA-AAA State Championship. **(Attachment A2)**

- C. Presentation of **Resolution 2020-30** commending the **Spring-Ford High School Girls' Soccer Team** and their coaches **Tim Raub, Rob Rooney, Jamie Mahar** and **Will Geosits** for winning the 2020 Pioneer Athletic Conference (PAC) Girls' Soccer Championship. **(Attachment A3)**
- D. Presentation of **Resolution 2020-31** commending the **Spring-Ford High School Football Team** and their coaches **Chad Brubaker, Steve Schein, Jim Mich, Chad Strickler, Gary Rhodenbaugh, Charles Nesley, Steve Entenman, Jim Algeo, Tyler Hartranft** and **Will Geosits** for winning the 2020 Pioneer Athletic Conference Football Championship. **(Attachment A4)**
- E. Presentation of **Resolution 2020-32** commending the **Spring-Ford High School Boys' Cross Country Team** and their coaches **David Cain, Danielle Stauffer, Matt Varady** and **Will Geosits** for winning the 2020 Pioneer Athletic Conference (PAC) Girls' Tennis Championship, the PIAA District One AAA Championship and the PIAA-AAA State Championship. **(Attachment A5)**

Mr. Fink presented the 2021-2022 Proposed Preliminary Budget. He highlighted the preliminary and final budget timelines, the challenges in the budget preparation, the unknowns with the state budget, district expenditures and district revenues. Mr. Fink advised that the preliminary budget gap was approximately \$7.2 million but that additional work will be done on the budget to bring that amount down. He added that the Act 1 Index for 2021-2022 was 3% and that estimated referendum exceptions the district would apply for totaled around \$1.75 million.

- F. **James D. Fink**, Chief Financial Officer, to present the 2021-2022 Proposed Preliminary Budget for the Spring-Ford Area School District.

Mr. Rizzo presented the most recent available municipality data for COVID-19 rates. He advised that the district was currently observing week one of a two-week closure instituted by the Montgomery County Office of Public Health. He added that the district was already closed for the fall break this week and that next week all students will be virtual. Mr. Rizzo stated that there were new orders issued by Governor Wolf and that the impact of those orders on the district were still to be determined. He spoke about an attestation form that the district must complete basically stating that we are going to comply with the masking order, the reporting of cases, and contact tracing. Mr. Fitzgerald confirmed the information provided by Mr. Rizzo and added his expertise on the completion of the attestation form.

An update via Zoom was provided by Trisha Smith, School Nurse, regarding COVID exposure and the contact tracing processes to be completed by the school nurses.

Mr. Rizzo provided additional updates on technology, student schedules, school police additional duties with student drop offs and pick-ups, staffing and staffing shortages, and the training of virtual substitute teachers. Mr. Rizzo expressed his appreciation to the administration for keeping things up and running during these uncertain times. He also provided an update on bussing saying all routes and schedules have been established and are up and running smoothly.

The board spoke about and asked Mr. Rizzo to confirm that the district was following proper cleaning and sanitizing protocols. Mr. Rizzo confirmed that he had spoken with Mr. Hunter and was assured that the district had a regular daily cleaning practice and that all cleaning protocols were being followed. The board also discussed the exposure notification process, the understanding of camera use as it pertains to student participation in virtual classes, confusion over the instruction schedule for Wednesdays, how substitute shortages were being handled and the district's communication strategy if there is a need to remain virtual.

- G. **Dr. David R. Goodin**, Superintendent, to provide an update on the Delivery of Education in the Spring-Ford Area School District.

III. BOARD AND COMMITTEE REPORTS

Student Rep. Report Eshika Seth and Allison McVey

Eshika reported on events that took place which included the Thanksgiving break, virtual instruction through December 6th, National Honor Society inductions, student pictures, the senior gathering, the end of the first marking period, the start of the second marking period, the start of the hybrid model for grades 7-12, Limerick Elementary Camp Kindness Food Drive, Spring City Elementary Letters to the Troops, Marching Band Senior/Parent Night, Kutztown Instant Decision Day, Oaks Elementary Unity Day, High School Building Tours and Grades 1-4 Virtual Parent-Teacher conferences. Allison reported on upcoming events which included the start of winter sports, picture retakes, winter break, parent teacher conferences, the Future Planning Center Selective College Admission presentation, Spring City Elementary California Tortilla Fundraiser, ACT Testing, the Online Winter Concert, Faculty Recital Night, Junior Parent Future Planning Center presentation, Winter Guard Show, and the AP and Dual Enrollment Information Night.

Policy Colleen Zasowski 3rd Mon. 6:30 p.m.

Mrs. Zasowski reported on the Policy Committee meeting that took place on November 16, 2020. The minutes from this meeting will be posted on the district-wide website once approved at the committee level.

Curriculum/Technology Linda Fazzini 3rd Mon. 7:30 p.m.

Mrs. Fazzini reported on the Curriculum and Technology Committee meeting that took place on November 16, 2020. The minutes from this meeting will be posted on the district-wide website once approved at the committee level.

Finance Thomas DiBello 2nd Tues. 6:30 p.m.

Mr. DiBello reported on the Finance Committee meeting that took place on November 10, 2020. The minutes from this meeting will be posted on the district-wide website once approved at the committee level.

Property Clinton Jackson 2nd Tues. 7:30 p.m.

Mr. Jackson reported on the Property Committee meeting that took place on November 10, 2020. The minutes from this meeting will be posted on the district-wide website once approved at the committee level.

Legislative Committee Christina Melton 3rd Weds. 7:30 p.m.

Mrs. Melton reported that Governor Wolf signed into law House Bill 2536 as well as Senate Bill 1350 which provides Pennsylvania with a budget through June 30, 2021. She advised that the budget is flat funded as far as education goes but includes an additional \$200 million which is part of the Cares Act money and is owed to school districts for property tax reduction. Mrs. Melton stated that there will also be an expansion of the Early Intervention Programs for the remainder of the 2020-2021 school year. She reported that the budget itself is at approximately \$35.5 billion. Mrs. Melton advised that there are a couple of bills that are awaiting the governor's signature such as Senate Bill 1216, Senate Bill 835, House Bill 1342, and House Bill 1737. She added that school director email addresses was signed into law which requires that the email addresses for school directors be placed on the district website which Spring-Ford already does. Mrs. Melton announced that Senate Bill 530 which pertains to sexual assault in schools was also approved.

Discussion and clarification took place regarding the Keystone Exams.

Superintendent's Report Dr. David R. Goodin

Mr. Rizzo provided the superintendent's report on behalf of Dr. Goodin since he was unable to be at the meeting. Mr. Rizzo noted that there were four professionals listed on the agenda who are retiring and that their combined years of service in the district totaled 72 years. He thanked them for their service to the district and wished them well in their retirement. He wished everyone a great break, a great holiday and hoped that everyone is able to do their best to find joy.

Solicitor's Report Mark Fitzgerald

There was no report.

IV. MINUTES

Mr. DiBello made a motion to approve Items A-C and Mrs. Melton seconded it. The motion passed 9-0.

A. The Board approved the October 5, 2020 Special Board Meeting minutes. **(Attachment A6)**

NEW MINUTES

B. The Board approved the October 12, 2020 Work Session minutes. **(Attachment A7)**

C. The Board approved the October 26-27, 2020 Board Meeting minutes. **(Attachment A8)**

V. PERSONNEL

Mr. DiBello asked that Item H be separated and Mrs. Zasowski asked that Item E1 be separated.

Mr. Jackson made a motion to approve Items A-G minus E1 and Mr. Shafer seconded it. The motion passed 9-0.

Mrs. Melton made a motion to approve Item E1 and Dr. Wright seconded it. Mrs. Zasowski asked about the motion listed under Programming and Curriculum, Item VIII, Letter A, that was related to this motion and additional information was provided regarding funding of the consultant help. The motion passed 9-0.

Mr. DiBello made a motion to approve Item H and Mr. Jackson seconded it. Additional clarification was provided on a meeting to take place regarding PAC guidelines for winter sports participation. The motion passed 9-0.

A. Resignations

1. **Colleen M. Deschamp**; Food Service Part-Time (3 hour/day), 5/6 Grade Center. Effective: November 6, 2020.
2. **Ann E. Richardson**; French/Spanish Teacher, Senior High School, for the purpose of retirement. Effective: February 2, 2021.
3. **Mary E. Sheehan**; Elementary Teacher, 5/6 Grade Center, for the purpose of retirement. Effective: December 23, 2020.
4. **Cheryl C. Viscardi**; Family and Consumer Science Teacher, 9th Grade Center for the purpose of retirement. Effective: January 4, 2021.

5. **Tiffany S. Williams**; Instructional Assistant, 5/6 Grade Center. Effective: November 3, 2020.

New Resignations

6. **Cathy E. Bradfield**; Certified School Nurse, 8th Grade Center, for the purpose of retirement. Effective: February 1, 2021.
7. **Kathleen L. Mills**; Food Service Part-Time (3 hour/day), 5/6 Grade Center. Effective: November 6, 2020.
8. **Melanie A. Pierce**; Instructional Assistant, 5/6 Grade Center. Effective: December 3, 2020.
9. **Elizabeth E. Robillard**; Food Service Full-Time (6 hour/day), Royersford Elementary School. Effective: November 20, 2020.
10. **Kathryn E. Wilson**; Instructional Assistant, 8th Grade Center. Effective: November 23, 2020.

B. Leaves of Absence

1. **Beverly E. Reimund**; Elementary Teacher, 5/6 Grade Center, for an extension of Sabbatical Leave per Board Policy. Effective: February 1, 2021 through the 2020-2021 school year.
2. **Amanda M. Samperi**; Speech Therapist, Limerick Elementary, for a child-rearing leave of absence per the Professional Agreement. Effective: December 25, 2020 through the end of the 3rd marking period of the 2020-2021 school year.
3. **Jennifer B. Young**; Instructional Assistant, Royersford Elementary, for an unpaid leave of absence per Board Policy. Effective: December 31, 2020 (estimated date) for approximately 6-8 weeks.

C. Professional Staff

1. **Tara Carlo**; Art Teacher, 5/6 Grade Center, replacing Cheryl A. Kramer-Zabrecchi who retired. Compensation has been set at M, Step 5, \$54,673.00 with benefits per the Professional Agreement. Effective: November 23, 2020.
2. **Maria Castro**; Title I Math Teacher, Brooke Elementary School and Spring City Elementary School. Compensation has been set at M+30, Step 3, \$60,896.00 prorated with benefits per the Professional Agreement. Salary and benefits will be funded 100% through Title I. Effective: November 30, 2020.
3. **Jessica L. Mastromatto**; Elementary Teacher, Brooke Elementary School, replacing Rebecca H. Steiner who retired. Compensation has been set at M, Step 3, \$52,750.00 with benefits per the Professional Agreement. Effective: November 4, 2020.

D. Support Staff

1. **Emily A. Walker**; Instructional Assistant, Brooke Elementary School, replacing Danette M. Dewey who retired. Compensation has been set at \$17.36/hour with benefits per the Instructional Assistants' Benefit Summary. Effective: November 12, 2020.

New Support Staff

2. **Maria C. Henderson**; Instructional Assistant, Upper Providence Elementary School, replacing Christina M. Giamo who resigned. Compensation has been set at \$16.36/hour with benefits per the Instructional Assistants' Benefit Summary. Effective: November 18, 2020.
3. **Aaron R. Rhoads**; Support Technician, 7th Grade Center, replacing Susan F. Yaroch who resigned. Compensation has been set at \$19.60/hour with benefits per the Support Technician Benefit Summary. Effective: November 18, 2020.
4. **Sharon L. Wiltsie**; Registered Nurse, Limerick Elementary School, replacing Amy L. Bonner who resigned. Compensation has been set at \$27.25/hour with benefits per the Registered Nurses Benefit Summary. Effective: November 30, 2020.

E. Change of Status

1. **Keith A. Bortz, Jr.**; Support Technician, Senior High School, to Software Specialist, District Office, replacing Kathleen Cox who resigned. Compensation has been set at \$55,000.00 prorated with benefits per the Administrative Support Benefit Summary. Effective: November 9, 2020.
2. **George D. Koloch**; Head Custodian, Upper Providence Elementary School, to Head Custodian, 5/6 Grade Center and 7th Grade Center, replacing Michael J. Barber who had a change of status. Compensation has been set at \$23.58 plus \$3.00 head custodian stipend per the Custodian Benefit Summary. Effective: November 23, 2020.

New Change of Status

3. **Andrew J. Coan**; Custodian, Upper Providence Elementary School, to Head Custodian, Upper Providence Elementary School, replacing George D. Koloch who had a change of status. Compensation has been set at \$22.58 plus \$1.50 head custodian stipend per the Custodian Benefit Summary. Effective: November 23, 2020.

F. Substitutes

- | | | |
|------------------------------|-------------------|--------------------|
| 1. Leanne M. Bath | Recess/Lunch Aide | Rate: \$10.75/hour |
| 2. Kristen M. Cathers | Recess/Lunch Aide | Rate: \$10.75/hour |
| 3. Kelly Connor | Recess/Lunch Aide | Rate: \$10.75/hour |

New Substitute

- | | | |
|---------------------------|-------------------|--------------------|
| 4. Eileen Morelock | Recess/Lunch Aide | Rate: \$10.75/hour |
|---------------------------|-------------------|--------------------|

G. Tenure Status

The individual listed below has completed three (3) years of satisfactory service as a temporary professional employee and was approved for tenure status:

1. **Maura F. Groff**

- H. The Board approved the attached extra-curricular contracts for the 2020-2021 school year. Payments of extra-curricular stipends shall be contingent upon the reopening of schools and the ability as determined by the Administration to provide such extra-curricular offerings to students consistent with CDC guidelines and guidelines from the Commonwealth of Pennsylvania. The district reserves the right to prorate or not pay stipends in the event of a school closure, school modification, and/or discontinuation of the activity due to pandemic or other events surrounding the pandemic. *New additions since the work session. **(Attachment A9)**

VI. FINANCE

Mr. DiBello made a motion to approve Items A-J and Mrs. Earle seconded it. Mrs. Zasowski noted that Item D10 was revised to include the language "pending solicitor approval". The motion passed 9-0.

- A. The Board approved next month's payroll, taxes, all benefits, transportation contracts, IU contracts, Vo-Tech payments, debt service payments, utility bills, maintenance agreements, copier leases, equipment maintenance, federal grants, insurance, and discounted invoices.

B. Checks:

- | | |
|---|-----------------|
| 1. <u>General Fund Checks</u> | |
| Check No. 211723 – 211965 | \$ 794,927.77 |
| 2. <u>Food Service Checks</u> | |
| Check No. 1982 – 2029 | \$ 2,852.50 |
| 3. <u>Capital Reserve Checks</u> | |
| Check No. 2092 | \$ 26,952.00 |
| 4. <u>General Fund, Food Service, & Capital Reserve and Projects ACHs</u> | |
| ACH 202100483 – 202100685 | \$ 2,481,505.66 |
| 5. <u>Wires</u> | |
| 202000041 – 202000054 | \$ 2,799,011.68 |

C. The following monthly Board reports were approved:

- Skyward Reports
 - Check Register (General Fund, Food Service, Capital Reserve, Capital Projects, Scholarships and Wires)
 - ACH Check Register (General Fund, Food Service, Capital Reserve, and Capital Projects)
 - Wires Register (General Fund, Food Service, Capital Reserve, and Capital Projects)

D. The Board approved the following independent contracts:

1. **Personal Health Care, Inc. – Valley Forge, PA.** Provide nursing services for a special needs student during the school day and/or on transportation during the 2020-2021 school year as per the IEP. Funding will be paid from the Special Education Budget and shall not exceed \$8,820.00.

2. **Dr. Claudia Chernow - Dresher, PA.** Conduct a psychiatric evaluation for a special needs student. Funding will be paid from the Special Education Budget and shall not exceed \$2,500.00.
3. **Capstone Academy – East Norriton, PA.** Provide educational and related services for a special needs student during the 2020-2021 school year as per the IEP. Funding will be paid from the Special Education Budget and shall not exceed \$88,200.00.
4. **Education Alternatives for ABA, LLC - King of Prussia, PA.** Provide direct program supervision and direct applied behavior analysis services for a special needs student during the 2020-2021 school year as per the IEP. Funding will be paid from the Special Education Budget and shall not exceed \$12,000.00.

New Independent Contracts

5. **Education Alternatives for ABA, LLC - King of Prussia, PA.** Compensation for 5.5 hours of Board-Certified Behavior Analysis and Applied Behavior Analysis services provided to a special needs student during the 2020 Extended School Year Program. Funding will be paid from the Special Education Budget and shall not exceed \$361.00.
 6. **Overbrook School for the Blind - Philadelphia, PA.** Provide Extended School Year services for a special needs student as per the IEP. Funding will be paid from the Special Education Budget and shall not exceed \$5,500.00.
 7. **The Vanguard School – Malvern, PA.** Provide one-to-one assistant support for a special needs student during the 2020-2021 school year as per the IEP. Funding will be paid from the Special Education Budget and shall not exceed \$37,945.00.
 8. **Chester County Intermediate Unit – Downingtown, PA.** Provide school year services for a special needs student during the 2020-2021 school year as per the IEP. Funding will be paid from the Special Education Budget and shall not exceed \$40,320.00.
 9. **Chester County Intermediate Unit – Downingtown, PA.** Provide school year services for 6 special needs students during the 2020-2021 school year as per their IEPs. Services shall also include 3 one-to-one assistants. Funding will be paid from the Special Education Budget and shall not exceed \$245,700.00.
 10. **Lakeside Youth Service dba Lakeside Educational Network – North Wales, PA.** Provide one in-school counselor for the 2020-2021 school year, pending solicitor approval. Funding will be paid from the Special Education Budget and shall not exceed \$77,500.00.
- E. The Board approved an addendum to the 3-year independent contract agreement (7/1/2020 – 6/30/2023) with Pediatric Therapeutic Services, Inc. in Conshohocken, PA which was board approved in June 2020. This addendum is necessary due to additional costs to provide speech and language services during a 16-week staff leave of absence. Funding will be paid from the Special Education Budget and shall not exceed \$41,400.00.
 - F. The Board approved the renewal agreement with Spring Valley YMCA for the rental of their pool facilities for the District's Swim Team's practices. Funding will come from the Athletic Budget and shall not exceed \$14,000.00.

- G. The Board approved the additional funding to pay the per diem hourly rate for teachers providing instruction in Spring-Ford Cyber Learning beyond their contractual weekly hours. This is in addition to the original motion from the July 20, 2020 board meeting. It is an unbudgeted expenditure and will be funded from the Unassigned Fund Balance and shall not exceed \$450,000.00.

New Finance

- H. The Board approved making public the 2021-2022 Proposed Preliminary Budget for the required 20 days and advertise the Board's intent to adopt the Preliminary Budget on January 25, 2021.
- I. The Board approved the confidential settlement and release agreement **#2020-06** with the parents of a special needs student. Funding will be paid from the Special Education Budget and shall not exceed \$7,500.00.
- J. The Board approved the confidential settlement and release agreement **#2020-07** with the parents of a special needs student. Funding will be paid from the Special Education Budget and shall not exceed \$79,234.85.

VII. NEW PROPERTY

Mr. Jackson made a motion to approve Items A-B and Dr. Wright seconded it. The motion passed 9-0.

- A. The Board approved replacing the two (2) existing Avigilon NVR servers with Genetec servers and software at the High School thereby allowing the entire High School to be on one system, the Genetec System. Each server includes 5-year Genetec Advantage licenses, Active Directory, Plan Manager, and Threat Level Assessment licenses. Funding will come from the Capital Reserve Fund and shall not exceed \$106,200.00, PSX CoStars.
- B. The Board approved the installation of five (5) replacement cameras and Genetec licenses at the High School. The replacement of inoperable Avigilon Cameras and the installation of Hanwa PSX Cameras shall be funded from the Capital Reserve Fund and shall not exceed \$12,996.00, PSXD CoStars.

VIII. NEW PROGRAMMING AND CURRICULUM

Mrs. Fazzini made a motion to approve Item A and Ms. Sullivan seconded it. Discussion took place regarding the terms of the contract for this and it was determined that this contract approval would be contingent upon solicitor review and approval. The motion passed 6-3 with Mr. DiBello, Mrs. Zasowski and Mr. Jackson voting no.

- A. Administration recommends an agreement between Spring-Ford Area School District and Kathleen Cox for technology consulting services between November 24, 2020 and June 30, 2021, pending solicitor review and approval. The agreement will be for up to 150 hours of consulting services at a rate of \$50.00 per hour. Funding will come from the Technology Budget and shall not exceed \$7,500.00.

Mrs. Fazzini made a motion to approve Item B and Ms. Earle seconded it. Discussion took place on additional data being needed for a decision to be made on this motion. Mrs. Melton made a motion to table Item B and Ms. Sullivan seconded it. The motion passed 9-0. The motion was tabled.

- B. Administration recommends an agreement with EBS, Inc. of Media, PA for Information Technology Consultants. This is to extend the technology consultant services from

January 4, 2021 to June 1, 2021. These consultants will be used on an as-needed basis. Funding will come from the Unassigned Fund Balance and shall not exceed \$20,200.00.

There was no vote on Item C as it was pulled from the agenda by Mrs. Zasowski at the beginning of the meeting. It will be placed on the January agenda for approval.

- C. Administration recommends the purchase of a NAC (Network Access Controller) from SHI including installation, configuration, license and 3-year support contract. The total cost shall not exceed \$80,000.00 and will be self-finance from the Capital Reserve and repaid from the Technology Budget over the next 4 years.

Mrs. Melton made a motion to approve Item D and Mr. Jackson seconded it. The motion passed 9-0.

- D. The Board approved entering into a 3-year subscription agreement with Toshiba to utilize the DocuWare indexing software and storage solution as part of the modernization of the human resources and business offices pending contract approval by the solicitor's office. Costs of the project is as follows and shall be funded from the business and human resources office budgets: System and workflow set up, scanning and indexing of existing documents, and professional services time shall not exceed \$35,000.00; plus ongoing monthly software subscription cost of \$425.00 per month.

IX. NEW CONFERENCES AND WORKSHOPS

Mrs. Melton made a motion to approve Item D and Dr. Wright seconded it. The motion passed 9-0.

- A. **Katie Baker, Kristin Beideman, Melody Bish, John Blazusiak, Tanya Chambers, Brad Murlless, and Melissa Wobensmith**, School Counselors, to attend "*The Elephant in the Room: Assessment and Management of Suicide Risk During COVID-19*" on December 9, 2020 via Zoom through the Montgomery County Intermediate Unit. The total cost of this virtual conference is \$30.00 per person for a total of \$210.00 (registration).

X. OTHER BUSINESS

Mrs. Melton asked that going forward the board be given a draft showing what changes were made to the policies being submitted for approval.

- A. The following policies are submitted as first readings:

1. Policy #115 – PROGRAMS: Career and Technical Education (**Attachment A10**)
2. Policy #124 – PROGRAMS: Alternative Instruction Courses (**Attachment A11**)
3. Policy #126 – PROGRAMS: Class Size (**Attachment A12**)
4. Policy #203 – PUPILS: Communicable Diseases and Immunization (**Attachment A13**)
5. Policy #205 – PUPILS: Postgraduate Students (**Attachment A14**)
6. Policy #211 – PUPILS: Student Accident Insurance (**Attachment A15**)
7. Policy #212 – PUPILS: Reporting Student Progress (**Attachment A16**)
8. Policy #219 – PUPILS: Student Compliant Process (**Attachment A17**)
9. Policy #224 – PUPILS: Care of School Property (**Attachment A18**)
10. Policy #228 – PUPILS: Student Government (**Attachment A19**)
11. Policy #230 – PUPILS: Public Performances by Students (**Attachment A20**)

New Other Business

The following policies are additions as first readings:

12. Policy #125 – PROGRAMS: Adult Education (**Attachment A21**)
13. Policy #204 – PUPILS: Attendance (**Attachment A22**)

XI. BOARD COMMENT

Mrs. Zasowski commented that she believes the board lacks consistency at their committee meetings with regards to board members commenting at those meetings. The board members were in agreement that any board member should be permitted to make comment at any time during a committee meeting but that only those board members assigned to that committee should be permitted to make recommendations.

Mrs. Melton, expressed that district staff, the administration, the students and their families have done an amazing job this school year in managing the transitions that have taken place this year. She expressed her thanks to everyone and wished that everyone take time to enjoy their time together as a family over the upcoming Thanksgiving holiday.

XII. PUBLIC TO BE HEARD

Mary Jo Mcnamara, Royersford, spoke about the attestation, mask compliance, updating metrics the district provides by school level, the teacher and technology roll out, technology consultants, the virtual Wednesday schedule, communication of cleaning protocols, the unassigned funding and the school counselors providing feedback on the conference they were approved to attend.

Amy Billetta, Royersford, expressed her support of Mr. DiBello's comments on the notification process for positive COVID-19 cases in classrooms as well as making sure everyone understands the definition of close contact.

Michael Lebiedzinski, Royersford, asked for clarification on the COVID information provided in Mr. Rizzo's report citing information from several sources.

XIII. ADJOURNMENT

Mr. DiBello made a motion to adjourn and Mr. Jackson seconded it. The motion passed 9-0. The meeting adjourned at 10:55 PM.

Respectfully submitted,

Diane M. Fern
School Board Secretary

**2020-2021 EXTRACURRICULAR CONTRACTS
JANUARY 2021**

	Contract Title	Season	Last	First	Stipend
1	HS Club #27- Ultimate Frisbee Club Advisor	Winter	Horne	Rodger J.	\$402.00
2	Indoor Winter Color Guard Coach-HS	Winter	Marone	Danielle M.	\$3,197.00
3	Academic Decathlon Coach-HS	Winter	McAnallen	Erin L.	\$1,028.00
4	Academic Decathlon Coach-HS	Winter	Miscavage	Susan	\$1,028.00
5	5/6 Club #10- Lego Club	Spring	Ahlberg	Alix L.	\$402.00
6	Director of the Spring Production - Musicale -HS	Spring	Cifelli	Alexander	\$5,760.00
7	Spring Musical Piano - HS (1/2 Contract)	Spring	Cifelli	Alexander	\$1,000.00
8	Choreographer Spring Musical - HS	Spring	Colgan	Caitlyn H.	\$3,000.00
9	Music Director (Spring)- HS	Spring	Perry	Joseph	\$3,000.00
10	Spring Musical Orchestra Director - HS	Spring	Perry	Joseph	\$2,200.00
11	Spring Musical Piano - HS (1/2 Contract)	Spring	Perry	Joseph	\$1,000.00
12	7th Gr. Club #1- Reading Olympics – 5/6	Year	Carfagno	Tina M.	\$402.00
13	Friends in the Community-MS (1/3 Contract)	Year	Flynn	Patricia B.	\$368.00
14	5/6 Club #7- Reading Olympics - 5/6	Year	Kirby	Yvonne N.	\$402.00
15	Art Consultant - Gr. 7	Year	Moyer	Christina M.	\$936.50
16	5/6 Club #5- Morning Announcements Club	Year	Noecker	Jessica M.	\$402.00

SPRING-FORD AREA SCHOOL DISTRICT

2021-2022 SCHOOL CALENDAR

JULY 2021	AUGUST 2021	SEPTEMBER 2021	OCTOBER 2021
S M T W TH F S	S M T W TH F S	S M T W TH F S	S M T W TH F S
1 2 3	1 2 3 4 5 6 7	1 2 3 4	1 2
4 5 6 7 8 9 10	8 9 10 11 12 13 14	5 6 7 8 9 10 11	3 4 5 6 7 8 9
11 12 13 14 15 16 17	15 16 17 18 19 20 21	12 13 14 15 16 17 18	10 11 12 13 14 15 16
18 19 20 21 22 23 24	22 23 24 25 26 27 28	19 20 21 22 23 24 25	17 18 19 20 21 22 23
25 26 27 28 29 30 31	29 30 31	26 27 28 29 30	24 25 26 27 28 29 30
			31
NOVEMBER 2021	DECEMBER 2021	JANUARY 2022	FEBRUARY 2022
S M T W TH F S	S M T W TH F S	S M T W TH F S	S M T W TH F S
1 2 3 4 5 6	1 2 3 4	1	1 2 3 4 5
7 8 9 10 11 12 13	5 6 7 8 9 10 11	2 3 4 5 6 7 8	6 7 8 9 10 11 12
14 15 16 17 18 19 20	12 13 14 15 16 17 18	9 10 11 12 13 14 15	13 14 15 16 17 18 19
21 22 23 24 25 26 27	19 20 21 22 23 24 25	16 17 18 19 20 21 22	20 21 22 23 24 25 26
28 29 30	26 27 28 29 30 31	23 24 25 26 27 28 29	27 28
		30 31	
MARCH 2022	APRIL 2021	MAY 2022	JUNE 2022
S M T W TH F S	S M T W TH F S	S M T W TH F S	S M T W TH F S
1 2 3 4 5	1 2	1 2 3 4 5 6 7	1 2 3 4
6 7 8 9 10 11 12	3 4 5 6 7 8 9	8 9 10 11 12 13 14	5 6 7 8 9 10 11
13 14 15 16 17 18 19	10 11 12 13 14 15 16	15 16 17 18 19 20 21	12 13 14 15 16 17 18
20 21 22 23 24 25 26	17 18 19 20 21 22 23	22 23 24 25 26 27 28	19 20 21 22 23 24 25
27 28 29 30 31	24 25 26 27 28 29 30	29 30 31	26 27 28 29 30

LEGEND

- Schools and Offices Closed
- No School for Students or 10-Month Employees
- In-Service Day, No School for Students
- First Day of School
- Last Day of School

DAYS OF INSTRUCTION

Student Days: 180
Teacher Days: 190
12-Month Emp.: 261

- August 25-27: In-Service Day
- August 30: First Day of School!
- September 6: Labor Day, Schools/Offices Closed
- September 7: No School for Students or 10-Month Employees
- September 16: No School for Students or 10-Month Employees
- October 11: In-Service Day, No School for Students
- November 2: In-Service Day, No School for Students
- November 22-23: Parent/Teacher Conferences, No School for Students
- November 24: No School for Students or 10-Month Employees
- November 25-26: Schools/Offices Closed
- December 24-31: Schools/Offices Closed
- January 17: Martin Luther King Jr. Day, Schools/Offices Closed
- February 18: Parent/Teacher Conferences, No School for Students

- February 21: President's Day, Schools/Offices Closed
- April 13: No School for Students or 10-Month Employees
- April 14-18: Spring Break, Schools/Offices Closed
- May 17: In-Service Day, No School for Students
- May 30: Memorial Day, Schools and Offices Closed
- June 10: Last Day of School
- June 13: Last Day for Teachers

This year, Spring-Ford Area School District will have one built in Snow Day (April 13, 2021) and will use Flexible Instruction Days (FID) in place of emergency days. If there is a need to call a Snow Day, the first Snow Day of the year will be a "traditional" Snow Day and April 13 will change to an In-Person school day. Spring-Ford has been approved to use up to five FID in the 2021-2022 school year. FID's will be used for any additional weather or emergency related closure.

ATTACHMENT A4

Book	Policy Manual
Section	100 Programs
Title	Career and Technical Education
Code	115
Status	
Adopted	
Last Revised	

Authority

The Board shall provide a program of vocational-technical education in order to: [\[1\]\[2\]\[4\]\[6\]\[15\]](#)

1. Prepare students for gainful employment as skilled workers or technicians in recognized, new and emerging occupations.
2. Prepare students for enrollment in advanced or skilled career and technical education programs and postsecondary education programs.
3. Assist students in choosing meaningful career pathways.

The Board shall ensure that all students and persons in parental relations are informed of the student's right to participate in vocational-technical education programs and courses and that students with disabilities enrolled in such programs are entitled to services under state and federal laws and regulations. [\[1\]\[16\]\[17\]\[18\]\[19\]](#)

All students participating in career and technical programs sponsored or supervised by the Board shall be considered regularly enrolled in district schools and shall be subject to Board policies and district administrative regulations and rules.

The Board shall support a program of technical education which may include:

1. Technical courses of study interwoven and articulated throughout the curriculum of the school. [\[1\]\[4\]\[15\]](#)
2. A work-study program for the employment of qualified students in public agencies and institutions. [\[5\]](#)
3. A cooperative education program to offer students experience in private employment. [\[1\]\[3\]\[5\]\[20\]](#)
4. Attendance at the Western Montgomery Career and Technical Center (WMCTC) and participation in a cooperative program of career development. [\[1\]\[6\]\[7\]\[15\]](#)

In order to maintain a program of technical education, the Board shall:

1. Approve the content, organization and assessment standards of all courses stated in the Comprehensive Plan.[\[1\]](#)[\[8\]](#)
2. Approve the placement of students in work-study and career preparatory programs and supervise the nature and conduct of their employment.[\[1\]](#)[\[20\]](#)
3. Operate programs in compliance with the current state plan for technical education.[\[1\]](#)[\[9\]](#)[\[21\]](#)
4. Employ and supervise certified district technical staff.[\[10\]](#)[\[14\]](#)[\[22\]](#)
5. Provide adequate facilities and equipment for maintenance of the district's program.
6. In cooperation with the Western Montgomery Career and Technical Center, establish the number of credits to be awarded toward graduation for technical education courses of study and for cooperative education programs.

The Board shall establish appropriate advisory committees to advise the Board, administration and staff concerning the aspects of the educational program delegated to each committee.[\[11\]](#)[\[12\]](#)[\[13\]](#)[\[23\]](#)[\[24\]](#)

Delegation of Responsibility

The Superintendent or designee shall be responsible for developing procedures which ensure that:

1. All district programs are operated in conformance with the current state plan for technical education and State Board regulations.[\[1\]](#)[\[9\]](#)[\[20\]](#)
2. All district teachers are properly certified for their specific technical teaching assignments.[\[20\]](#)
3. All approved planned instruction is carried out.
4. Students participating in cooperative education programs are not exploited, illegally employed, or employed under conditions that fail to safeguard their health and interests.
5. Development of district technical curricula is integrated with a continuing assessment of the employment demands of the community and the state, as well as the needs and interests of students.
6. Students and persons in parental relations are informed that admission to technical education programs is accessible to regularly enrolled students, in accordance with established criteria for admittance.[\[1\]](#)[\[2\]](#)[\[9\]](#)[\[25\]](#)

The Superintendent shall seek and utilize all available state, federal, and private sources of revenue for the financial support of technical education.

All students participating in technical programs supervised by this Board or in technical programs sponsored by this Board are considered to be regularly enrolled in district schools and are subject to the policies and rules of the Board, and jointly established policies and rules of this district and the Western Center.

Guidelines

Child Abuse Prevention Requirements

Employers who participate in district internship, externship, work study, co-op, or similar programs shall adopt policies and procedures that ensure compliance with the following procedures required by the Child Protective Services Law.

Identification of Adult Responsible for Child's Welfare -

When a district student under the age of eighteen (18) years old participates in an internship, externship, work study, co-op, or similar program with an outside employer, the district and the employer shall, prior to commencing participation, identify an adult(s) who will be the student's supervisor while the child participates in the program. The identified adult(s) will be the person responsible for the child's welfare.[\[26\]](#)[\[27\]](#)

The identified adult(s) shall be in the immediate vicinity of the child at regular intervals during the program. **Immediate vicinity** shall mean an area in which an individual is physically present with a child and can see, hear, direct and assess the activities of the child.[\[26\]](#)[\[27\]](#)

Certifications -

Prior to commencement of the program, the identified adult shall submit the following information to the Superintendent or designee:[\[27\]](#)

1. PA Child Abuse History Clearance - which must be less than sixty (60) months old.
2. PA State Police Criminal History Record Information - which must be less than sixty (60) months old.
3. Federal Criminal History Report - which must be less than sixty (60) months old.
4. Disclosure Statement – which is a statement swearing or affirming applicant has not been disqualified from service by reason of conviction of designated criminal offenses or being listed as the perpetrator in a founded report of child abuse.[\[28\]](#)

The Superintendent or designee shall review the information and determine if information is disclosed that precludes identification of the adult as the supervisor responsible for the child's welfare.

Information submitted by an identified adult in accordance with this policy shall be maintained centrally in a manner similar to that for school employees.

Arrest or Conviction Reporting Requirements -

An identified adult shall notify the employer, in writing, within seventy-two (72) hours of the occurrence, of an arrest or conviction required to be reported by law.[\[28\]](#)

An identified adult shall also report to the employer, within seventy-two (72) hours of notification, that they have been listed as a perpetrator in the Statewide database, in accordance with the Child Protective Services Law.[\[28\]](#)

Failure to accurately report such occurrences may subject the identified adult to disciplinary action up to and including termination of employment and criminal prosecution.[\[28\]](#)

The employer shall immediately require an identified adult to submit new certifications when there is a reasonable belief that the identified adult was arrested for or has been convicted of an offense required to be reported by law, was named as a perpetrator in a founded or indicated report, or has provided written notice of such occurrence.[\[28\]](#)

If the employer receives notice of such occurrences from either the adult or a third party, the employer shall immediately report that information to the Superintendent or designee in writing.[\[28\]](#)

Child Abuse Reporting -

Identified adults who have reasonable cause to suspect that a child is the victim of child abuse shall make a report of suspected child abuse in accordance with the Child Protective Services Law.[\[29\]](#)[\[30\]](#)

Legal

- [1. 22 PA Code 4.31](#)
- [2. 22 PA Code 12.41](#)
- [3. 24 P.S. 1801](#)
- [4. 24 P.S. 1806](#)
- [5. 22 PA Code 11.28](#)
- [6. 24 P.S. 1807](#)
- [7. 24 P.S. 1841](#)
8. Pol. 100
- [9. 24 P.S. 1850.1](#)
- [10. 24 P.S. 1106](#)
- [11. 24 P.S. 1808](#)
- [12. 24 P.S. 1842](#)
- [13. 22 PA Code 4.33](#)
- [14. 24 P.S. 1212](#)

[15. 22 PA Code 339.2](#)

16. Pol. 103

17. Pol. 103.1

18. Pol. 113

19. Pol. 138

[20. 22 PA Code 339.29](#)

[21. 22 PA Code 339.22](#)

[22. 22 PA Code 339.41](#)

[23. 22 PA Code 339.13](#)

[24. 22 PA Code 339.14](#)

[25. 22 PA Code 339.21](#)

[26. 23 Pa. C.S.A. 6303](#)

[27. 23 Pa. C.S.A. 6344](#)

[28. 23 Pa. C.S.A. 6344.3](#)

[29. 23 Pa. C.S.A. 6311](#)

30. Pol. 806

Child Protective Services Law - 23 Pa. C.S.A. Sec 6301 et seq

Book	Policy Manual
Section	100 Programs
Title	Alternative Instruction Courses
Code	124
Status	
Adopted	
Last Revised	October 13, 2014

Authority

The Board may grant credit toward high school graduation for course work successfully completed through approved summer school, correspondence courses, distance education, online courses and dual enrollment, in accordance with this policy.[\[1\]](#)[\[2\]](#)[\[3\]](#)[\[4\]](#)[\[5\]](#)[\[6\]](#)

Delegation of Responsibility

The High School principal shall be responsible for reviewing and approving high school student applications for earning credit toward graduation through approved alternative instruction courses.

The High School building principal shall determine the number of credits assigned to such a course as part of the approval process before the student begins the course.

Guidelines

Students shall submit to the building principal a written request for approval of each proposed course and the number of credits sought.

The course subject must be included in the district's planned instruction and be relevant to established academic standards.[\[7\]](#)[\[8\]](#)

The student shall receive the same letter grade for credit that is assigned by the alternative instruction course.

Legal

[1. 24 P.S. 502](#)

[2. 24 P.S. 1525](#)

[3. 24 P.S. 1901](#)

[4. 24 P.S. 1903](#)

[5. 24 P.S. 1906](#)

6. Pol. 217

7. Pol. 102

8. Pol. 107

[24 P.S. 1901 et seq](#)

[22 PA Code 4.41](#)

Book	Policy Manual
Section	100 Programs
Title	Adult Education
Code	125
Status	
Adopted	

Purpose

The Board recognizes the value of educational growth and advancement to adult members of the community and the need of both adults and minors for educational programs.

Authority

The Board may establish and maintain a program of adult education based upon the needs and interests of the residents, consistent with the educational goals and policies of the district.[\[1\]\[2\]\[3\]\[4\]](#)

The Board may employ staff, utilize available facilities, supply instructional and supplementary materials, and provide administrative leadership required to maintain the adult education program. The Board shall establish the tuition rate for each course offered in the adult education program.[\[24 P.S. 1903\]](#)

Guidelines

Admission to an adult education program shall be open to:

1. All adult residents of this district.
2. Adult residents of other districts who apply and whose admittance will not deprive admittance to a district resident.

Delegation of Responsibility

The Superintendent or designee shall:

1. Utilize appropriate staff members.
2. Assess the needs and resources of the community.
3. Develop a program of adult education and present that program to the Board for approval.
4. Develop and implement means to inform the public of adult education offerings.

Legal

[1. 24 P.S. 502](#)

[2. 24 P.S. 1901](#)

[3. 24 P.S. 1903](#)

[4. 24 P.S. 1906](#)

[24 P.S. 1904](#)

[24 P.S. 1905](#)

Book	Policy Manual
Section	100 Programs
Title	Class Size
Code	126
Status	
Adopted	May 28, 2013

Authority

Class size shall be determined by the Board after consultation with the Superintendent and principals.

Delegation of Responsibility

The Superintendent shall develop administrative regulations for class size, which shall take into account:

1. Subject matter.
2. Type of instruction.
3. Ability of students.
4. Age group of students.
5. Use of instructional assistants.
6. Use of special facilities and equipment.

Legal
[24 P.S. 510](#)
Pol. 000

Book	Policy Manual
Section	200 Pupils
Title	Immunizations and Communicable Diseases
Code	203
Status	
Adopted	
Last Revised	

Authority

In order to safeguard the school community from the spread of certain communicable diseases, the Board requires that guidance and orders from state and local health officials, established Board policy and administrative regulations, and Board-approved health and safety plans be followed by students, persons in parental relations and district staff.[\[1\]](#)[\[2\]](#)

Definitions

Certificate of Immunization - the official form furnished by the Pennsylvania Department of Health. The certificate is filled out by the person in parental relation or health care provider and signed by the health care provider, public health official or school nurse or a designee. The certificate is given to the school as proof of full immunization. The school maintains the certificate as the official school immunization record or stores the details of the record in a computer database.[\[3\]](#)

Medical Certificate - the official form furnished by the Pennsylvania Department of Health setting out the immunization plan for a student who is not fully immunized, filled out and signed by a physician, certified registered nurse practitioner or physician assistant, or by a public health official when the immunization is provided by the Department of Health or a local health department, and given to a school as proof that the student is scheduled to complete the required immunizations.[\[3\]](#)

Guidelines

Immunization

All students shall be immunized against specific diseases in accordance with state law and regulations, unless specifically exempt for religious or medical reasons.[\[1\]](#)[\[2\]](#)[\[4\]](#)

A certificate of immunization shall be maintained as part of the health record for each student, as required by the Pennsylvania Department of Health.[\[5\]](#)

A student shall be exempt from immunization requirements whose person in parental relation objects in writing to such immunization on religious grounds or whose physician certifies that the student's physical condition contraindicates immunization.[\[1\]](#)[\[4\]](#)[\[6\]](#)[\[7\]](#)

A student who has not been immunized in accordance with state regulations shall not be admitted to or permitted to attend district schools, unless exempted for medical or religious reasons, provisionally admitted by the Superintendent or designee after beginning a multiple dose vaccine series and submitting proof of immunization or a

medical certificate on or before the fifth school day of attendance, or in accordance with programs or guidance established by the PA Department of Health. [\[1\]\[4\]\[5\]\[6\]\[7\]](#)

Homeless students who have not been immunized or are unable to provide immunization records due to being homeless shall be admitted in accordance with the provisions of applicable law and regulations. [\[5\]\[8\]\[9\]](#)

Foster care students and students transferring into a school within the Commonwealth shall be admitted in accordance with law and regulations, and shall have thirty (30) days to provide proof of immunization, a medical certificate detailing the plan to complete a multiple dose vaccine series or to satisfy the requirements for an exemption. [\[5\]\[10\]](#)

Monitoring of immunization requirements shall be the responsibility of the Superintendent or designee and the [\[1\]](#) school nurse.

The Superintendent or designee shall:

1. Ensure that persons in parental relations are informed prior to a student's admission to school, or a grade requiring additional immunizations, of the requirements for immunization, the requisite proof of immunization, exemption available for religious or medical reasons, and means by which such exemptions may be claimed. [\[1\]\[5\]\[6\]\[7\]\[8\]\[12\]](#)
2. Designate school personnel to review student medical certificates in accordance with law and regulations to ensure compliance with full immunization requirements. [\[3\]\[5\]](#)
3. Annually review state standards for immunization and direct the responsible district personnel accordingly.
4. Investigate and recommend to the Board district-sponsored programs of immunization that may be warranted to safeguard the health of the school community. Such program shall be subject to Board approval and may be conducted in cooperation with local health agencies.

The Superintendent or designee shall report immunization data electronically to the PA Department of Health by December 31 of each year. If the district is unable to complete the report electronically, the Superintendent or designee shall report the immunization data on the required form to the PA Department of Health by December 15. [\[13\]](#)

Communicable Diseases

The Board directs that students who have been diagnosed by a physician or are suspected of having a disease by the school nurse shall be excluded from school for the period indicated by regulations of the PA Department of Health or guidance from state or local health officials for specified diseases and infectious conditions. [\[14\]\[15\]\[16\]\[17\]](#)

At the beginning of the school year, persons in parental relations shall be notified of this policy and that during the school year it may be necessary for a student to be excluded from school due to communicable disease. Persons in parental relations of a student needing to be excluded shall be notified and required to come to school or have a designated emergency contact come to school to transport the student home or to an appropriate place of care. Students may return to school when the criteria for readmission following a communicable disease, as set forth in law, regulations or guidance from state or local health officials, have been met.[\[14\]](#)[\[15\]](#)[\[16\]](#)

The Board directs school staff to request emergency contact information from persons in parental relations of students at the beginning of each school year and request that it be updated as necessary during the school year.

The school nurse shall report the presence of suspected communicable diseases to the appropriate local health authority, as required by the PA Department of Health.[\[18\]](#)[\[19\]](#)[\[20\]](#)

The Superintendent or designee shall direct that health guidelines, Board-approved health and safety plans, and universal precautions designed to minimize the transmission of communicable diseases be implemented in district schools.

Instruction regarding prevention of communicable and life-threatening diseases shall be provided by the schools in the educational program for all levels, in accordance with state regulations.[\[21\]](#)

Persons in parental relations shall be informed of and be provided opportunities during school hours to review all curriculum materials used in instruction relative to communicable and life-threatening diseases, in accordance with Board policy.[\[21\]](#)[\[22\]](#)[\[23\]](#)

Health Records

The District shall require that prior to admission to school for the first time, persons in parental relations shall complete a medical history report form for the student being enrolled.

A comprehensive health record shall be maintained for each student enrolled in the district. The record shall include the results of required tests, measurements, screenings, regular and special examinations, and medical questionnaires.[\[17\]](#)[\[24\]](#)

All health records shall be confidential, and their contents shall be divulged only when necessary for the health of the student or to a physician at the written request of the person in parental relation. The district may disclose information from health records to appropriate parties in connection with an emergency when necessary to protect the health or safety of the student or other individuals, in accordance with applicable law and Board policy.[\[25\]](#)[\[26\]](#)[\[27\]](#)[\[28\]](#)[\[29\]](#)[\[30\]](#)

Legal

1. 24 P.S. 1303a

2. 28 PA Code 23.81 et seq
3. 28 PA Code 23.82
4. 22 PA Code 11.20
5. 28 PA Code 23.85
6. 28 PA Code 23.83
7. 28 PA Code 23.84
8. Pol. 200
9. Pol. 251
10. Pol. 255
11. 28 PA Code 27.77
12. Pol. 201
13. 28 PA Code 23.86
14. 28 PA Code 27.71
15. 28 PA Code 27.72
16. Pol. 204
17. Pol. 209
18. 28 PA Code 27.2
19. 28 PA Code 27.1
20. 28 PA Code 27.23
21. 22 PA Code 4.29
22. 22 PA Code 4.4
23. Pol. 105.1
24. 24 P.S. 1402
25. 24 P.S. 1409
26. 20 U.S.C. 1232g
27. 34 CFR Part 99
28. Pol. 113.4
29. Pol. 216
30. Pol. 805
Pol. 105.2

Book: Policy Manual

Section: 200 Pupils

Title: Attendance

Code: 204

Status: Active

Purpose

The Board recognizes that attendance is an important factor in educational success, and supports a comprehensive approach to identify and address attendance issues.[\[1\]](#)

Authority

The Board requires the attendance of all students during the days and hours that school is in session, except that temporary student absences may be excused by authorized district staff in accordance with applicable laws and regulations, Board policy and administrative regulations.[\[2\]](#)[\[3\]](#)[\[4\]](#)[\[5\]](#)[\[6\]](#)[\[7\]](#)

Definitions

Compulsory school age shall mean the period of a student's life from the time the student's person in parental relation elects to have the student enter school, which shall mean no later than age six (6) until age eighteen (18). The term does not include a student who holds a certificate of graduation from a regularly accredited, licensed, registered or approved high school.[\[8\]](#)[\[9\]](#)

Habitually truant shall mean six (6) or more school days of unexcused absences during the current school year by a student subject to compulsory school attendance.[\[9\]](#)

Truant shall mean having incurred three (3) or more school days of unexcused absences during the current school year by a student subject to compulsory school attendance.[\[9\]](#)

Person in parental relation shall mean a:[\[9\]](#)

1. Custodial biological or adoptive parent.
2. Noncustodial biological or adoptive parent.
3. Guardian of the student.
4. Person with whom a student lives and who is acting in a parental role of a student.

This term shall not include any county agency or person acting as an agent of the county agency in the jurisdiction of a dependent child as defined by law.[\[10\]](#)

School-based or community-based attendance improvement program shall mean a program designed to improve school attendance by seeking to identify and address the underlying reasons for a student's absences. The term may include an educational assignment in an alternative education program, provided the program does not include a program for disruptive youth established pursuant to Article XIX-C of the Pennsylvania Public School Code.[\[9\]](#)

Delegation of Responsibility

The Superintendent or designee shall annually notify students, persons in parental relation, staff, local children and youth agency, and local magisterial district judges about the district's attendance policy by publishing such policy in student handbooks and newsletters, on the district website and through other efficient communication methods.[\[1\]\[11\]](#)

The Superintendent shall require the signature of the person in parental relation confirming that the policy has been reviewed and that the person in parental relation understands the compulsory school attendance requirements.

The Superintendent or designee, in coordination with the building and/or house principals, Attendance Officer, and/or Home and School Visitor shall be responsible for the implementation and enforcement of this policy.

The Superintendent or designee shall develop administrative regulations for the attendance of students which:

1. Govern the maintenance of attendance records in accordance with law.[\[12\]\[13\]](#)
2. Detail the process for submission of requests and excuses for student absences.
3. Detail the process for written notices, School Attendance Improvement Conferences, School Attendance Improvement Plans, and referrals to a school-based or community-based attendance improvement program, the local children and youth agency, or the appropriate magisterial district judge.
4. Clarify the district's responsibility for collaboration with nonpublic schools in the enforcement of compulsory school attendance requirements.
5. Ensure that students legally absent have an opportunity to make up work.

Guidelines

Compulsory School Attendance Requirements

All students of compulsory school age who reside in the district shall be subject to the compulsory school attendance requirements.[\[5\]](#)

A student shall be considered in attendance if present at any place where school is in session by authority of the Board; the student is receiving approved tutorial instruction, or health or therapeutic services; the student is engaged in an approved and properly supervised independent study, work-study or career education program; the student is receiving approved homebound instruction; or the student's placement is instruction in the home.[\[2\]\[5\]\[14\]\[15\]](#)[\[16\]](#)[\[17\]](#)[\[18\]](#)[\[19\]](#)[\[20\]](#)

The following students shall be excused from the requirements of attendance at district schools, upon request and with the required approval:

1. On certification by a physician or submission of other satisfactory evidence and on approval of the Department of Education, children who are unable to attend school or apply themselves to study for mental, physical or other reasons that preclude regular attendance.[\[6\]\[7\]\[21\]](#)
2. Students enrolled in nonpublic or private schools in which the subjects and activities prescribed by law are taught.[\[5\]\[22\]](#)
3. Students attending college who are also enrolled part-time in district schools.[\[23\]](#)
4. Students attending an approved home education program or private tutoring in accordance with law.[\[5\]](#)[\[18\]](#)[\[24\]](#)[\[25\]](#)[\[26\]](#)[\[27\]](#)
5. Students fifteen (15) or sixteen (16) years of age whose enrollment in private trade or business schools has been approved.[\[5\]](#)
6. Students fifteen (15) years of age, as well as students fourteen (14) years of age who have completed the highest elementary grade, engaged in farm work or private domestic service under duly issued permits.[\[7\]](#)
7. Students sixteen (16) years of age regularly engaged in useful and lawful employment during the school session and holding a valid employment certificate. Regularly engaged means thirty-five (35) or more hours per week of employment.[\[7\]](#)[\[15\]](#)
8. Students participating in agricultural fairs in conformity with section 1329(b) of the Public School Code of 1949 (24 P.S. § 13-1329(b)).

The Board will recognize other justifiable absences for part of the school day. These shall include medical or dental appointments, court appearances, driver examinations and/or family emergencies.

The Board may report to appropriate authorities infractions of the law regarding the attendance of students below the age of eighteen (18). The Board shall issue notice to those persons in parental relations who fail to comply with the statutory requirements of compulsory attendance that such infractions will be prosecuted according to law.

Excused/Lawful Absence

For purposes of this policy, the following conditions or situations constitute reasonable cause for absence from school:

1. Illness, including if a student is dismissed by designated district staff during school hours for health-related reasons. [\[3\]\[6\]](#)
2. Obtaining professional health care or therapy service rendered by a licensed practitioner of the healing arts in any state, commonwealth or territory. [\[6\]](#)
3. Quarantine.
4. Family emergency.
5. Recovery from accident.
6. Required court attendance.
7. Death in family.
8. Participation in a project sponsored by a statewide or countywide 4-H, FFA or combined 4-H and FFA group, upon prior written request. [\[1\]\[6\]](#)
9. Observance of a religious holiday observed by a bona fide religious group, upon prior written request from the person in parental relation. [\[28\]](#)
10. Adult-Sponsored Tours and Trips - Upon receipt of a written request from the parents of the pupils involved, pupils may be excused from school attendance to participate in a family trip provided during the school term at the expense of the parents when such trip is evaluated by the district Superintendent or the Superintendent's designee(s). Pupil participants therein are subject to direction and supervision by an adult acceptable to the district Superintendent or the Superintendent's designee(s) and to the parents of the pupils concerned.

The following regulations are applicable:

- a. Absences for non-school trips shall not be excused unless a written request by the parent has been approved by the building principal. For the purposes of this policy, written request may also include email from a person in parental relation as long as the email address is registered as belonging to the person in parental relation in Skyward. Such requests are to be submitted in a format developed by school officials ten (10) days prior to the date of the trip
- b. Only ten (10) days of absence for non-school trips during any school year will be classified as excused. If a student already has a number of excused days (cumulative of sick, previous non-school trip or other excused reason) for that school year, only the difference between the number of accrued excused days up to ten (10) will be approved as excused. The remaining days will be considered unexcused. Additional days will be classified as unexcused and/or unlawful and

will be subject to the legal procedure prescribed by attendance regulations.

- c. Coursework missed during a period of excused absence to participate in a trip must be completed satisfactorily after return to school within fourteen (14) calendar days subsequent to the last approved day of absence. Given adequate notice of planned absences, teachers are requested, insofar as such is possible, to provide an outline of assignments for completion during the period of absence. Work submitted by students in conforming with this requirement is to be evaluated, without penalty, for late submission.
 - d. Absences from school to participate in adult-sponsored tours and trips may not be approved for students who are failing two (2) or more subjects; for students who are identified as habitually truants and/or, for students for whom a physician's excuse is required.
 - e. Students who participate in non-school trips of educational merit shall, at the discretion of the teacher, give an oral or submit a written report concerning the highlights of the trip. At the discretion of the teacher, such report may be accepted in lieu of comparable course requirements.
 - f. Family or non-school sponsored trips that exceed ten (10) consecutive school days will result in the student being disenrolled from the school district. Upon return from the family or non-school sponsored trip, a person in parental relation will need to re-register with the District by first scheduling and attending an appointment with the District Office.
11. College or postsecondary institution visit, with prior approval.
12. Other urgent reasons that may reasonably cause a student's absence, as well as circumstances related to homelessness and foster care.[\[3\]](#)[\[6\]](#)[\[30\]](#)[\[31\]](#)

The district may limit the number and duration of nonschool-sponsored educational tours or trips and college or postsecondary institution visits for which excused absences may be granted to a student during the school year.

Temporary Excusals –

The following students may be temporarily excused from the requirements of attendance at district schools:

1. Students receiving tutorial instruction in a field not offered in the district's curricula from a properly qualified tutor approved by the Superintendent, when the excusal does not interfere with the student's regular program of studies.[\[5\]](#)[\[14\]](#)[\[18\]](#)
2. Students participating in a religious instruction program, if the following conditions are met:[\[28\]](#)[\[32\]](#)
 - a. The person in parental relation submits a written request for excusal which may also include email as long as the email address is registered as belonging to the person in parental relation in Skyward. The request shall identify and describe the instruction, and the dates and hours of instruction.

- b. The student shall not miss more than thirty-six (36) hours per school year in order to attend classes for religious instruction.
 - c. Following each absence, the person in parental relation shall submit a statement (written or via registered email address) attesting that the student attended the instruction, and the dates and hours of attendance.
 - d. All absences from school for religious holidays or for religious instruction, subject to the requirements of this section, shall be excused, and no student so excused shall be deprived of an award or eligibility to compete for an award or the opportunity to make up a test given on the religious holiday.
3. School age children unable to attend school upon recommendation of the school physician and a psychiatrist or school psychologist, or both, and with approval of the Secretary of Education.[\[21\]](#)

Parental Notice of Absence –

Absences shall be treated as unexcused until the district receives a written excuse (including email from a registered email address) explaining the absence, to be submitted within three (3) days of the absence.

A maximum of ten (10) days of cumulative lawful absences (including excused days for non-school trips) verified by parental notification shall be permitted during a school year. All absences beyond ten (10) cumulative days shall require an excuse from a licensed practitioner of the healing arts. An absence or period of absence shall be deemed unexcused if a physician's statement is not submitted as required under the provisions of this policy.

Unexcused/Unlawful Absence

For purposes of this policy, absences which do not meet the criteria indicated above shall be permanently considered unexcused.

An out-of-school suspension may not be considered an unexcused absence.[\[9\]](#)

Parental Notification –

District staff shall provide prompt notice to the person in parental relation upon each incident of unexcused absence.

Enforcement of Compulsory Attendance Requirements

Student is Truant –

When a student has been absent for three (3) days during the current school year without a lawful excuse, district staff shall provide notice to the person in parental relation who resides in the same household as the student within ten (10) school days of the student's third unexcused absence.[\[33\]](#)

The notice shall:[\[33\]](#)

1. Be in the mode and language of communication preferred by the person in parental relation;
2. Include a description of the consequences if the student becomes habitually truant; and
3. When transmitted to a person who is not the biological or adoptive parent, also be provided to the student's biological or adoptive parent, if the parent's mailing address is on file with the school and the parent is not precluded from receiving the information by court order.

The notice may include the offer of a School Attendance Improvement Conference.[\[33\]](#)

If the student incurs additional unexcused absences after issuance of the notice and a School Attendance Improvement Conference was not previously held, district staff shall offer a School Attendance Improvement Conference.[\[33\]](#)

School Attendance Improvement Conference (SAIC) –

District staff shall notify the person in parental relation in writing and by telephone of the date and time of the SAIC.[\[33\]](#)

The purpose of the SAIC is to examine the student's absences and reasons for the absences in an effort to improve attendance with or without additional services.[\[9\]](#)

The following individuals shall be invited to the SAIC:[\[9\]](#)

1. The student.
2. The student's person in parental relation.
3. Other individuals identified by the person in parental relation who may be a resource.
4. Appropriate school personnel.
5. Recommended service providers.

Neither the student nor the person in parental relation shall be required to participate, and the SAIC shall occur even if the person in parental relation declines to participate or fails to attend the scheduled conference.[\[33\]](#)

The outcome of the SAIC shall be documented in a written School Attendance Improvement Plan. The Plan shall be retained in the student's file. A copy of the Plan shall be provided to the person in parental relation, the student and appropriate district staff.[\[33\]](#)

The district may not take further legal action to address unexcused absences until the scheduled SAIC has been held and the student has incurred six (6) or more days of unexcused absences.[\[33\]](#)

Student is Habitually Truant –

When a student under fifteen (15) years of age is habitually truant, district staff:[\[34\]](#)

1. Shall refer the student to:
 - a. A school-based or community-based attendance improvement program; or
 - b. The local children and youth agency.
2. May file a citation in the office of the appropriate magisterial district judge against the person in parental relation who resides in the same household as the student.[\[34\]](#)

When a student fifteen (15) years of age or older is habitually truant, district staff shall:[\[34\]](#)

1. Refer the student to a school-based or community-based attendance improvement program; or
2. File a citation in the office of the appropriate magisterial district judge against the student or the person in parental relation who resides in the same household as the student.

District staff may refer a student who is fifteen (15) years of age or older to the local children and youth agency, if the student continues to incur additional unexcused absences after being referred to a school-based or community-based attendance improvement program, or if the student refuses to participate in such program.[\[34\]](#)

Regardless of age, when district staff refer a habitually truant student to the local children and youth agency or file a citation with the appropriate magisterial district judge, district staff shall provide verification that the school held a SAIC.[\[34\]](#)

Filing a Citation –

A citation shall be filed in the office of the appropriate magisterial district judge whose jurisdiction includes the school in which the student is or should be enrolled, against the student or person in parental relation to the student.[\[35\]](#)

Additional citations for subsequent violations of the compulsory school attendance requirements may only be filed against a student or person in parental relation in accordance with the specific provisions of the law.[\[35\]](#)

Special Needs and Accommodations

If a truant or habitually truant student may qualify as a student with a disability, and require special education services or accommodations, the Director of Special Education shall be notified and shall take action to address the student's needs in accordance with applicable law, regulations and Board policy.[16][36][37][38]

For students with disabilities who are truant or habitually truant, the appropriate team shall be notified and shall address the student's needs in accordance with applicable law, regulations and Board policy.[16][36][38]

Discipline

The district shall not expel or impose out-of-school suspension, disciplinary reassignment or transfer for truant behavior.[\[33\]](#)

Book	Policy Manual
Section	200 Pupils
Title	Postgraduate Students
Code	205
Status	
Adopted	May 28, 2013

Authority

The Board shall assume no responsibility for making its regular educational program available to district residents who are high school graduates, nor after the end of the term in which a student reaches the age of twenty-one (21) years. The Board shall not be responsible for the continuing education of such residents in any other school district. Notwithstanding the foregoing, if an individual attains the age of twenty-one (21) years during the school year, and has not already graduated high school, such individual shall be permitted to complete the school year..[\[1\]\[2\]\[24 P.S. 1301\]\[22 PA Code 11.12\]\[22 PA Code 12.1\]](#)

The Board will not assume responsibility for the transportation of students pursuing postgraduate studies.

Legal

[1. 24 P.S. 502](#)

[2. 24 P.S. 1901](#)

[24 P.S. 1301](#)

[22 PA Code 11.12](#)

[22 PA Code 12.1](#)

Book	Policy Manual
Section	200 Pupils
Title	Student Accident Insurance
Code	211
Status	
Adopted	
Last Revised	October 26, 2015

Purpose

The Board recognizes the need for insurance coverage for unforeseen accidents that may occur to students in the course of attendance at school or participation in the athletic and extracurricular programs of the schools.

Authority

The Board shall provide persons in parental relations the opportunity to purchase insurance coverage, at no cost to the Board, for injury to the students resulting from accidents in any activity during school hours and in any activity round-the-clock.

The premium will be paid by the persons in parental relations.

The Board shall maintain insurance coverage by a qualified insurer over and above the first responsibility of family coverage at no cost to the student for injury resulting from accidents sustained while participating in an interscholastic program, according to the terms and limitations prescribed by the insurance carrier.[\[1\]](#)

Delegation of Responsibility

The Chief Financial Officer (CFO) shall be responsible to:

1. Prepare specifications and secure suitable coverage from qualified insurance carriers for recommendation and Board approval.
2. Notify all students and persons in parental relation of students who may be eligible for insurance.
3. Ascertain that where the Board assumes the full cost of insurance, each eligible student is properly insured.

Legal
[1. 24 P.S. 511](#)
Pol. 122
Pol. 123

Book	Policy Manual
Section	200 Pupils
Title	Reporting Student Progress
Code	212
Status	
Adopted	
Last Revised	November 13, 2017

Purpose

The Board recognizes that communication between school and home is a vital component in the growth and education of each student. The Board acknowledges the school's responsibility to keep persons in parental relations informed of student welfare and academic progress and also recognizes the effects of state and federal laws and regulations governing student records.[1]

Authority

The Board directs that the district's instructional program shall include a system of measuring all students' academic progress.[2][3][4][5]

The Board directs the Superintendent to establish a system of reporting student progress that requires all appropriate staff members to comply, as part of their teaching responsibility, with a reporting system which includes academic progress reports, grade reports, and parent-teacher conferences with teachers.

Delegation of Responsibility

The Superintendent or designee, in conjunction with appropriate staff members, shall develop administrative regulations for reporting student progress to persons in parental relations.

All appropriate staff members, as part of their professional responsibility, shall comply with the systems established for measuring and reporting student progress.[3][4]

Guidelines

Various methods of reporting appropriate to grade level and curriculum content shall be utilized.

Both student and person in parental relation shall receive ample warning of a pending grade of failure, or one that would adversely affect the student's academic status.

Scheduling of parent-teacher conferences should occur at times that ensure the greatest degree of participation by persons in parental relations.

Grade reports shall be issued at intervals of not less than nine (9) weeks.

Review and evaluation of methods of reporting student progress to persons in parental relations shall be conducted on a periodic basis.

Legal

1. Pol. 216

[2. 22 PA Code 4.11](#)

[3. 24 P.S. 1531](#)

[4. 24 P.S. 1532](#)

5. Pol. 127

[24 P.S. 510](#)

Pol. 102

Pol. 138

Book	Policy Manual
Section	200 Pupils
Title	Student Complaint Process
Code	219
Status	
Adopted	May 28, 2013

Purpose

The Board recognizes that students have the right to request redress of complaints. In addition, the Board believes that the inculcation of respect for established procedures is an important part of the educational process. Accordingly, individual and group complaints shall be recognized, and appropriate appeal procedures shall be provided.

Definition

For purposes of this policy, a **student complaint** shall be one that arises from actions that directly affect the student's participation in an approved educational program.

Authority

The Board and its employees will recognize the complaints of students, provided that such complaints are submitted according to the guidelines established by Board policy. The student complaint procedures set forth in each student handbook should be grade-level appropriate.

Guidelines

The student should first make the complaint known to the staff member most closely involved or, if none is identifiable, a guidance counselor; and both the staff member and the guidance counselor shall attempt to resolve the issue informally and directly.

For complaints that must move beyond the first step, the student shall prepare a written statement of their complaint which shall set forth:

1. Specific nature of the complaint and a brief statement of relevant facts.
2. Manner and extent to which the student believes they have been adversely affected.
3. Relief sought by the student.
4. Reasons why the student feels entitled to the relief sought.

The complaint may then be submitted, in turn, to the building principal, the Superintendent and the Board, with a suitable period of time allowed at each level for hearing of the complaint and preparation of a response.

At each level the student shall be afforded the opportunity to be heard personally by the school authority.

At each step the school authority hearing the complaint may call in the student's person in parental relation.

The student may seek the help of a person in parental relation at any step.

A student shall not be subject to retaliation or any reprisals due to filing a complaint.

Legal

[24 P.S. 510](#)

Book	Policy Manual
Section	200 Pupils
Title	Care of School Property
Code	224
Status	
Adopted	
Last Revised	October 26, 2015

Purpose

The Board believes that the schools should help students learn to respect property and develop feelings of pride in community institutions.

Authority

The Board charges each student in the district's schools with responsibility for the proper care of the school property, school supplies and equipment entrusted to the student's use.

It is the policy of the Board that students who willfully cause damage to school property shall be subject to disciplinary measures. Students and others who damage or deface school property may be prosecuted and punished under law. Persons in parental relations shall be held accountable for the actions of their child.[\[1\]](#)[\[2\]](#)[\[3\]](#)

The Board may report to appropriate juvenile authorities any student whose damage of school property is serious or chronic in nature. In no case shall referral to juvenile authorities be made without prior notification to the student's person in parental relation.

Delegation of Responsibility

The Superintendent or designee shall develop administrative regulations to implement this policy which include rules for safekeeping and accounting of textbooks, supplies and equipment and an established schedule of fines for lost or damaged textbooks, supplies and equipment.[\[4\]](#)[\[5\]](#)

The Superintendent shall submit a report on incidences of significant vandalism to the Board on each occurrence.

Vandalism reports shall include the number and kind of incident, cost to the district, and related information the Superintendent deems necessary.

Legal

[1. 24 P.S. 777](#)

2. Pol. 218

3. Pol. 233

4. 24 P.S. 109

5. 24 P.S. 801

Pol. 000

Book	Policy Manual
Section	200 Pupils
Title	Student Government
Code	228
Status	
Adopted	
Last Revised	October 26, 2015

Purpose

The Board acknowledges the importance of offering students the opportunity to participate in self government within the schools.

The purpose of student government shall be to develop student leadership, provide a learning experience in democratic decision-making, and offer another avenue toward the realization of district goals.

Authority

The Board establishes that students shall have the right to organize, conduct meetings, elect officers and representatives, and petition the Board.[\[1\]](#)

The Board will recognize the Student Government as the official voice of the student body.

The charter, constitution or bylaws of the organization for student government shall be approved by the Board.

The Board shall appoint a qualified member of the faculty to serve as an advisor for student government activities.[\[1\]](#)

Delegation of Responsibility

The Superintendent or designee shall establish rules to implement this policy which:

1. Ensure that all students have equal access to the student government and an equal opportunity to vote and hold office.
2. Require fiscal accountability and adherence to Board policy for all financial aspects of student government activity.[\[1\]](#)[\[2\]](#)
3. Require that decisions made and actions taken by the student government organization, in accordance with and within the scope of its constitution, shall not be voided or vetoed by any staff member.

A Student Government Representative shall have a seat on the School Board and the right to speak on all matters, but not the right to vote.[\[3\]](#)

Legal

[1. 24 P.S. 511](#)

2. Pol. 618

3. Pol. 004

Book	Policy Manual
Section	200 Pupils
Title	Public Performances by Students
Code	230
Status	
Adopted	May 28, 2013

Purpose

The Board recognizes the value of students sharing their talents and skills with the community through student participation and performances in public events.

Authority

The Board endorses public performances by students when they constitute a learning experience that contributes to the educational program; they do not interfere with other scheduled activities; and the circumstances of the event do not pose a threat to the health, safety or well-being of the students who are involved.[\[1\]](#)

Delegation of Responsibility

All requests for public performances by student groups require the approval of the Superintendent.

The Superintendent or designee shall develop administrative regulations to implement this policy.

Guidelines

Permission from persons in parental relation shall be sought and received before students may participate in any public performance.

No student shall be compelled to participate in a public performance or be penalized in any way for failure to do so.

When public performances are scheduled as a regular part of a planned course of instruction taken for credit, students shall be informed in advance of their obligation to participate; and they will be excused from participation only in accordance with the rules and procedures governing school attendance.[\[2\]](#)

No district student, group of students, or employees may receive compensation for a public performance of students organized as school representatives.

The interests of students shall be protected and guarded against exploitation.

Legal

[1. 24 P.S. 511](#)

2. Pol. 204

Pol. 000