Agenda of Board Work Session

The Board of Directors
Conestoga Valley School District

A Board Work Session of the Board of Directors of Conestoga Valley School District will be held Monday, November 9, 2026, beginning at 7:00 PM District Administration Board Room , 502 Mt. Sidney Rd., Lancaster, PA 17602. Format: Robert's Rules of Order

1. **CALL TO ORDER**
Speaker(s): Board President

1.A. Welcome
Speaker(s): Board President

Description: This is our first, of two meetings per month, in which we receive most of the informational presentations as well as discuss and deliberate future decisions. There are also action/voting items required on timely issues or to meet time-constrained deadlines.
Our meetings observe all legal requirements and our district policies to the best of our ability and understanding. Our detailed agendas and related public documents are posted on the district website for public access.

1.B. Pledge to the Flag
Speaker(s): Board President

1.C. Attendance
Speaker(s): Board Secretary

1.D. Approval of Agenda
Speaker(s): Board President

2. **COMMENTARY ON DISTRICT ACTIVITY**

2.A. Superintendent's Comments
Speaker(s): Superintendent

2.B. Board Comments

3. **PRESENTATIONS**

Description: No presentation this meeting.

4. **PUBLIC / PROFESSIONAL / STAFF INPUT**

4.A. Public Comments

Description:
Residents of CVSD are invited to comment on any item on the agenda of concern. Please give your name, the subject you wish to address, and the group you represent, if any. Comments are requested to be kept to three minutes. Specific guidelines are under Policy 903 Public Participation at Board Meetings.

5. **ACTION / DISCUSSION ITEMS**

5.A. Approval of Superintendent's Report

5.B. Approval of Homebound Instruction Extension
Speaker(s): Sarah Schaefer, Assistant to the Superintendent for Pupil Services
Description: Homebound instruction approval for student, extension of an additional 12 weeks. (confidential medical request attached)

5.C. Review of Re-Assessment Appeal
Speaker(s): Adele Huntzinger, CFOO
Description: Mrs. Huntzinger will review the status of a real estate re-assessment appeal and request the School Board's approval on November 16, 2026, as part of the consent agenda, to proceed with appealing the decision of the Lancaster County Board of Assessment Appeals which reduces the assessment for this property.

5.D. Review of Curriculum Revisions / New Course Proposals
Speaker(s): Dr. Hartman, Superintendent
Description: Dr. Hartman, Superintendent, will answer any questions the board has concerning the curriculum revisions and new course proposals. The course revisions and new course proposals are scheduled for approval as part of the November 16, 2026 consent agenda.

5.E.
Review of District Social Media Accounts / Review of New Requests
Speaker(s): Dr. Hartman, Superintendent
Description: Dr. Hartman will review the list of District Social Media accounts as per Policy 816. Includes a request for two new social media accounts. Board approval will officially approve the two new accounts as part of the consent agenda on November 16, 2026.

5.F. Admin Review of Recommended Policy Updates
Description: Dr. Hartman will review several policies that have recommended updates. These policies will be scheduled for a First Reading at the November 16, 2026 meeting followed by a Second (and Final) Reading at the December 14, 2026 meeting.

- 204.1 NEW - Virtual Attendance and Wellness Checks
- 209 - Health Examinations/Screenings
- 246 - School Wellness
- 704 - Maintenance
- 803 - School Calendar
- 822 - Automated External Defibrillator (AED)/Cardiopulmonary Resuscitation (CPR)

6. **REVIEW TENATIVE BOARD AGENDA**
Speaker(s): Board President

7. **PUBLIC COMMENTS**

Description: Residents of CVSD are invited to comment on any item on the agenda of concern. Please give your name, the subject you wish to address, and the group you represent, if any. Comments are requested to be kept to three minutes. Specific guidelines are under Policy 903 Public Participation at Board Meetings.

8. **BOARD MATTERS: INITIATIVES AND ANNOUNCEMENTS**

Description: Description: <u>Upcoming Events:</u>

HS Fall Play - Around the World in Eighty Days
- Friday, November 13 @ 7 pm
- Saturday, November 14 @ 7 pm
- Sunday, November 15 @ 2 pm

9. **ADJOURNMENT TO EXECUTIVE SESSION**

Description: CFOO Search Update with Tom Templeton

This agenda is tentative until the Board approves it at the start of the meeting.

CONESTOGA VALLEY SCHOOL DISTRICT
SUPERINTENDENT' REPORT
NOVEMBER 9, 2026

1. RECOMMEND the Board approve the following appointments:
   a. Jeffrey Elser – LTS Math teacher (Garber) at High School, effective October 29, 2026 through approximately March 15, 2027, (pending receipt of all required documentation, clearances, and disclosures), BS/Step 1 (prorated)
   b. Roquie Allen – LTS Math teacher (Keares) at High School, effective on or about November 2, 2026 for the duration of the 2026-2027 school year, (pending receipt of all required documentation, clearances, and disclosures). BS/Step 1 (prorated)
   c. Anthony Alicea – Varsity Wrestling Assistant Coach (Simmons) at High School, effective on or about November 20, 2026, (pending receipt of all required documentation, clearances, and disclosures), Step 5
   d. Makayla Brown – Band Front Advisor 50% (split with N Jones), continuation of position for 2026-2027 school year, Step 2

2. RECOMMEND the Board approve the following changes:
   a. Jazmin Azize Massey – change from Administrative Assistant to Attendance at Smoketown to Administrative Assistant to Principal (Beiswenger) at Smoketown Elementary, effective January 1, 2027, $23.61/hour
   b. Diane Thomas – change from Marching Band Assistant Director (50%) to Marching Band Assistant Director 100% (Dulaney 50%), effective September 29, 2026, Step 1 (prorated)

3. RECOMMEND the Board approve the following retirement:
   a. Dana Keares – Math teacher at High School, effective on last contractual day of the 2026-2027 school year

4. RECOMMEND the Board approve the confidential leave listed in Executive Content.

5. RECOMMEND the Board approve the following prospective educator permits as part of Act 86 substitute teaching through STS:
   a. Natalie Hoover – renewal
   b. Cassidy McNew – Millersville University – expected graduation May 2027
   c. Emily Czyzyk – Millersville University – expected graduation May 2027

Motion to approve appealing the decision of the Lancaster County Board of Assessment Appeals reducing the tax assessment for parcel number 310-95557-0-0000 to the Lancaster County Court of Common Pleas.

ADOPTED by the Conestoga Valley School Board of Directors on November 16, 2026.

_____, Board President

_____, Board Secretary

Account Name	Building	Account Admin/Moderators	Instagram	Facebook	Other	Form Received	Board Approved	Notes
wla_cv	CVHS	Des Samberg, Jenny Harrington	Y	N		Y	N/A*	
CV.GHMSCHEER	GHMS	Lydia Arce	Y	N		Y	N/A*	
cvcampusgreenery	CVHS	Jay Grisafi, Matt Fox	Y	Y		Y	N/A*	
ghms_cvsd	GHMS	Curtis Catwood, Rachel Metzinger, Eric Hollinger, Elizabeth Graham	Y	Y		Y	N/A*	
cvcomicclub	GHMS	Curtis Catwood, Travis Mumma	Y	N		Y	N/A*	
ghmsybk	GHMS	Curtis Catwood, Rachel Metzinger	Y	N		Y	N/A*	
fritz_elementary	Fritz	Tara Meyer, Nedin Gerber, Lena Cordero	Y	N		Y		New account (can no longer access old account; starting new)
CVSD_socialworkers	All	Carla DiClemente, Katie Reiff, Jena Mable	Y	N		Y	N/A*	
CV_First10	Elementary	Karen Sullivan, Katie O'Dell	Y	N		Y	N/A*	
Conestoga Valley	All	Katie O'Dell	Y	Y		Y	N/A*	
Conestoga Valley Athletics	All	Frank Hawkins, Katie O'Dell	Y	Y		Y	N/A*	
cvvirtualacademy	All	Katie O'Dell	Y	Y		Y	N/A*	
humansofCVHS	CVHS	Jeane Miller	Y	N		Y	N/A*	
PawsitivelyMuffin	Fritz	Tara Meyer	Y	N		Y	N/A*	
Leola Elementary	Leola	Mike Resh	Y	Y		Y	N/A*	
smoketowncv	Smoketown	Kelly Keim, Andy Graybill	N	Y		Y	N/A*	
CV PoWER Club	CVHS	Casey Banh, Cristina Virmani	Y	N	Y - Tiktok	Y	N/A*	
QueerStudentAlliance	CVHS	Cathy Jo Lutz,	Y	N	N	Y		
							*account predates changes to Policy 816	
indicates account request was made following Board changes to Policy 816 & needs formal board approval								

Conestoga Valley School District
Social Media Account Request Form

Date: 10/06/2024

Account Manager's Name(s): Tara Meyer, Neidin Gerber, Lena Cordero

Email(s): tara_meyer, nedin_gerber, lena_cordero@conestogavalley.org

Building(s): JE Fritz Elementary

Social Media Account Being Requested:

☐ Facebook Page/Group

☑ Instagram

☐ Other (specify):

Anticipated Profile Name/Handle: @fritz_elementary

Account's Target Audience: Fritz community

What type of content will you be sharing on this account?

event updates, uplifting building posts with kid interviews, spirit days, all things Fritz

Who will be monitoring the account? *Note the guidelines that mandate two CV staff members must have login access to each account.*

Tara Meyer, Nedin Gerber, Lena Cordero

Requested Launch Date: ASAP

Social Media Agreement Consent Form

As manager of an official Conestoga Valley social media account, I acknowledge I will abide by all requirements listed below:

- Follow the CV Social Media Guidelines.
- Set up account using a CV email address.
- Send the profile name and email address used for its creation to the Public Relations Director.
- Keep the account up-to-date with regular postings.
- Use only approved CV logos.

Conestoga Valley School District
Social Media Account Request Form

Please remember that all content posted is public, domain, therefore, the following apply:

- News media can use any comments or content posted.
- Content must adhere to CV privacy, FERPA, copyright, trademark, HIPAA, Right to Know, and other legal guidelines.
- Report any content that falls under mandated reporting.
- Keep profiles as closed (no comment) forums (see policy for details).

Remain cordial online by following these standards:

- Respond to inquiries via social networks in a timely manner.
- Remain courteous when disagreeing with someone's opinion.
- Use proper grammar and spelling.
- Refer all media-related requests to the Public Relations Coordinator immediately.
- Include a link to the district social media disclaimer on all pages.

I will not post the following:

- Any content that will harm the reputation of CVSD, its employees or students.
- Personal comments on CV legal matters or posts on controversial subjects.
- False or speculative information or offensive remarks.

By signing below, I acknowledge that failure to abide by the terms above could result in account(s) link removal and disciplinary action.

Tara Meyer, Neiden Gerber, Lena Coredero — 10/05/2026

Printed Name — Date

Tara Meyer Neiden Gerber

Signature

Lena M Cordero — 10/05/2026

Building Administrator/Supervisor Approval Signature — Date

Board President Approval Signature — Date

SEND TO PUBLIC RELATIONS COORDINATOR ONCE SIGNED BY BUILDING ADMINISTRATOR/SUPERVISOR.

Communication Office Use Only

_____ Approved by Board _____ Denied by Board Date: _____

By: _____

Notes: _____

Conestoga Valley School District
Social Media Account Request Form

Date: 10/8/26

Account Manager's Name(s): Cathy Jo Lutz

Email(s): cathyjo_lutz@conestogavalley.org

Building(s): High School

Social Media Account Being Requested:

☐ Facebook Page/Group

☑ Instagram

☐ Other (specify):

Anticipated Profile Name/Handle: Queer Student Alliance

Account's Target Audience: Queer youth

What type of content will you be sharing on this account?

LGBTQ+ history and education

Who will be monitoring the account? *Note the guidelines that mandate two CV staff members must have login access to each account.*

Cathy Jo Lutz

Requested Launch Date: November

Social Media Agreement Consent Form

As manager of an official Conestoga Valley social media account, I acknowledge I will abide by all requirements listed below:

- Follow the CV Social Media Guidelines.
- Set up account using a CV email address.
- Send the profile name and email address used for its creation to the Public Relations Director.
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Conestoga Valley School District
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- Use proper grammar and spelling.
- Refer all media-related requests to the Public Relations Coordinator immediately.
- Include a link to the district social media disclaimer on all pages.

I will not post the following:
- Any content that will harm the reputation of CVSD, its employees or students.
- Personal comments on CV legal matters or posts on controversial subjects.
- False or speculative information or offensive remarks.

By signing below, I acknowledge that failure to abide by the terms above could result in account(s) link removal and disciplinary action.

Cathy Jo Lutz _____ 10/29/26

Printed Name _____ Date

_____

Signature

_____ 11/4/26

Building Administrator/Supervisor Approval Signature _____ Date

_____ _____

Board President Approval Signature _____ Date

SEND TO PUBLIC RELATIONS DIRECTOR ONCE
SIGNED BY BUILDING ADMINISTRATOR/SUPERVISOR.

Communication Office Use Only

_____ Approved by Board _____ Denied by Board Date: _____

By: _____

Notes: _____

BOARD POLICY

204.1 Virtual Attendance and Wellness Checks

POLICY NUMBER	VERSION	DOCUMENT STATUS	WORKFLOW
204.1	v2.3	DRAFT	Administrative Review

PRINTED
10/21/2026

PURPOSE

This policy establishes standards for wellness checks for students who receive academic instruction exclusively through the district's virtual instruction program for the full school year. Wellness checks are conducted to verify attendance and to facilitate the safety and well-being of students.

AUTHORITY

The Board directs the maintenance of a wellness check process that complies with state law.[1]

This policy shall be posted on the district's publicly accessible website.[1]

DEFINITION

District employee/representative – a district teacher, administrator or other district representative who is subject to mandated reporter requirements for child abuse under the Child Protective Services Law.[2][3]

DELEGATION OF RESPONSIBILITY

The Superintendent or designee shall be responsible for implementing this policy.

It shall be the responsibility of the designated district employee/representative to administer wellness check procedures in accordance with applicable law and this policy.

GUIDELINES

Weekly Wellness Checks

Weekly wellness checks must be conducted for each student enrolled in the district's virtual instruction program who receives academic instruction exclusively through virtual means for the full school year.[1]

At least once during any week consisting of three (3) or more full or partial academic instructional days, a district employee/representative shall ensure that each student is visibly seen and communicated with in real time either, in person or through electronic means.[1]

Wellness Check Methods

Acceptable methods of conducting wellness checks include:[1]

1. A student turning on a webcam and the district employee/representative visibly seeing and communicating with the student during synchronous online instruction.
2. Virtual or face-to-face participation by the student in any of the following activities:
    a. Health screenings.
    b. Standardized testing.
    c. Advising sessions.
    d. Tutoring sessions.
    e. In person, school-sponsored activities chaperoned by a district employee/representative.

Excused Absence Exemptions

A student may be exempt from a wellness check on the day a check is attempted if the student has an excused absence pursuant to applicable attendance requirements.[1] [4][5]

If this occurs, the district shall conduct the wellness check on the next school day or another school day during the same week. If a student has an excused absence for all school days during the same week, the student shall be exempt from the wellness check requirement for that week.[1] [4][5]

Internet or Power Outage Exemptions

A student may be exempt from a wellness check when the student's household experiences a documented Internet or power outage during the day and time of the attempted wellness check.[1]

If this occurs, the district shall conduct the wellness check on the next school day or another school day during the same week following resolution of the outage.[1]

The student's parent/guardian shall provide documentation of the outage to the district as soon as possible.[1]

Failure to Complete a Required Wellness Check

Within one (1) school day after a student fails to complete a required wellness check, the district shall:[1]

1. Make documented and ongoing efforts to complete the required wellness check and contact the student's parent/guardian using at least two (2) different methods of communication; and
2. Provide written notice to the parent/guardian, in the parent's/guardian's preferred language, stating that the required wellness check has not been completed.

Wellness Review Conference

If the required wellness check is not completed within three (3) school days following the issuance of written notice, the district shall immediately schedule a wellness review conference to occur within one (1) school day. The wellness review conference may be conducted in person or through electronic means.[1]

The wellness review conference will be conducted to:[1]

1. Complete the required wellness check through real-time visual interaction with the student;
2. Reestablish communication with the student and the student's parent/guardian; and
3. Identify interventions to facilitate future participation in wellness checks.

The wellness review conference shall convene as scheduled regardless of whether the student or the student's parent/guardian participates.[1]

In-Person Wellness Check

If a student does not participate in the wellness review conference, the district must conduct an in-person wellness check within twenty-four (24) hours of the scheduled conference, even if this time period falls on a weekend or holiday.[1]

{X } When the district has been unable to reach or obtain a response from the student or the student's parent/guardian, the Superintendent or designee shall consult with the district solicitor for guidance.

Wellness Check Records

The district shall maintain accurate records of all wellness checks, including the date, time, method, and outcome of each check.[1]

District administrators are prohibited from altering attendance records for wellness checks after a wellness check has been performed, except to correct an identified error.[1]

Reporting Requirements

Any district employee/representative who observes an indications of abuse, neglect or harm to a child during a wellness check, wellness review conference, or related contact, the district employee/representative is required to report the concerns in accordance with law and Board policy.[1][2][3]

The district shall maintain documentation sufficient to demonstrate compliance with this policy and applicable law.[1]

Such documentation shall be provided to the Pennsylvania Department of Education (PDE) upon request. Failure to comply with ~~the with~~ such requests may result in:[1]

1. A requirement to report to PDE the date, time and method of each wellness check for each student enrolled exclusively in the district's virtual instruction program.
2. Mandating district educators, administrators and staff to complete child abuse recognition, prevention and reporting training annually.
3. Requiring the district to meet in person with each student enrolled in a virtual instruction program at least once during the school year following the school year in which the district was found to be out of compliance.
4. Prohibiting the district from being awarded a competitive state grant by PDE until the district demonstrates compliance.

Legal Footnotes

[1] **24 P.S. 1327.4**
LEGAL REFERENCE

[2] **23 Pa. C.S.A. 6301 et seq**
LEGAL REFERENCE

[3] **Pol. 806 — Child Abuse**
POLICY REFERENCE

[4] **24 P.S. 1329**
LEGAL REFERENCE

[5] **Pol. 204 — Attendance**
POLICY REFERENCE

BOARD POLICY

209 Health Examinations/Screenings

POLICY NUMBER	VERSION	DOCUMENT STATUS	WORKFLOW
209	v3.2	UNDER-REVIEW	Administrative Review

PRINTED
10/22/2026

Proposed addition Proposed deletion

AUTHORITY

In compliance with applicable law and regulations, and Board-approved health and safety plans, the Board shall require that district students submit to health and dental examinations, screenings and health monitoring in order to protect the school community from the spread of communicable disease and to ensure that the student's participation in health, safety and physical education courses meets the student's individual needs and that the learning potential of each student is not lessened by a remediable physical disability.[1] [2] [3] [4]

GUIDELINES

District students are required to submit to health and dental examinations, screenings and health monitoring.

A private health and/or dental examination conducted at the parents'/guardians' request and expense shall be accepted in lieu of the school examination. The district shall accept reports of privately conducted physical and dental examinations completed within one (1) year prior to a student's entry into the grade where an exam is required.[5]

If requested by a parent or guardian, each
~~Each~~ student shall receive a comprehensive health examination conducted by the school physician upon original entry, in sixth grade, and in eleventh grade.[2] [4] [5]

If requested by a parent or guardian, each ~~Each~~ student shall receive a comprehensive dental examination conducted by the school dentist upon original entry, in third grade, and in seventh grade.[3] [4] [5]

~~A private health and/or dental examination conducted at the parents'/guardians' request and expense shall be accepted in lieu of the school examination. The district shall accept reports of privately conducted physical and dental examinations completed within one (1) year prior to a student's entry into the grade where an exam is required.[5]~~

The school nurse or medical technician shall administer to each student vision tests, hearing tests, tuberculosis tests **and** other tests deemed **advisable at** intervals established by the district. Height and weight measurements shall be used to calculate the student's weight-for-height ratio.[2] [4] [6]

The school nurse or other health care practitioner shall conduct measurements of height and weight for each student for the purpose of tracking growth patterns. Height and weight measurements will be conducted at intervals established by the district and in a manner that protects student confidentiality. Parents/Guardians have the right to request an exemption from height and weight measurements for their child, and the district must provide notification of the exemption request procedure.[2] [25]

Parents/Guardians of students who are to receive physical and dental examinations or screenings shall be notified. The notice shall include the date and location of the examination or screening and notice that the parents/guardians may attend. The notice shall encourage the parent/guardian to have the examination or screening conducted by the student's private physician or dentist at the parent's/guardian's expense to promote continuity of care. Such statement may also include notification that the student may be exempted from such examination or screening if it is contrary to the parent's/guardian's religious beliefs.[7] [8] [9]

A student who presents a statement signed by the parent/guardian that a health examination is contrary to the student's or parent's/guardian's religious beliefs shall be examined only when the Secretary of Health determines that facts exist indicating that certain conditions would present a substantial menace to the health of others in contact with the student if the student is not examined for those conditions.[10] [11]

Where it appears to school health officials or teachers that a student deviates from normal growth and development, or where school examinations reveal conditions requiring health or dental care, the parent/guardian shall be notified of the apparent need for a special examination by the student's private physician or dentist. The parent/guardian shall report to the school whether a special examination occurred. If the parent/guardian fails to report whether the examination occurred within a reasonable time after being notified of the apparent need and the abnormal condition persists, appropriate school health personnel shall arrange a special health examination for the student.[2] [4] [12]

In the event that the parent/guardian objects to or refuses to obtain a regular or special health or dental examination or refuses to permit the child to be examined as arranged by the school nurse or school physician, the school nurse, in consultation with the school physician, shall determine whether the student appears to have unaddressed health conditions such that under the circumstances the refusal should be reported to the PA Department of Health or other appropriate authorities.

Where school health officials or staff have reasonable cause to suspect that a student may be the victim of child abuse, the school employee shall make a report of suspected child abuse in accordance with law and Board policy.[13] **[14]**

Health Monitoring

The Board directs district staff to monitor student health in accordance with applicable Board policy and the Board-approved health and safety plan. [15]

A student may request an alternative method of monitoring as a religious accommodation, and designated district staff shall assess and respond to such request in accordance with applicable law, regulations and Board policy. A request for an accommodation that would unreasonably impair safety or cause undue hardship will not be granted. [16]

A student with a health condition that may render a monitoring method ineffective should notify designated staff so that alternative or supplemental methods may be considered. [16] [17]

Students who may be exhibiting symptoms that indicate health concerns shall be referred to the school nurse or designated staff for further assessment and response, in accordance with Board policy. [15]

Health Records

The district shall maintain for each student a comprehensive health record which includes a record of immunizations and the results of tests, measurements, regularly scheduled examinations and special examinations.[2]

All health records shall be confidential and shall be disclosed only when necessary for the health of the student or when requested by the parent/guardian, in accordance with law and Board policy.[18] [19] [20]

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. [15] [18] [19] [20] [21] [22] [23]

Designated district staff shall request from the transferring school the health records of students transferring into district schools. Staff shall respond to such requests for the health records of students transferring from district schools to other schools.[18]

The district shall destroy student health records only after the student has not been enrolled in district schools for at least two (2) years.[18] [24]

DELEGATION OF RESPONSIBILITY

The Superintendent or designee shall instruct all staff members to continually observe students for conditions that indicate health concerns or disability and to promptly report such conditions to the school nurse or designated staff.[2]

The Superintendent or designee shall ensure that educational information and materials regarding eating disorder awareness and education are made available to students in grades six through twelve. Eating disorder awareness and educational materials must also be posted on the district's website.[26][27]

The Superintendent or designee shall ensure that notice is provided to all parents/guardians regarding the existence of and eligibility for the Children's Health Insurance Program (CHIP). [12]

PSBA Revision 8/26 **© 2026 PSBA**

Legal Footnotes

[1] 24 P.S. 1401
LEGAL REFERENCE

[2] 24 P.S. 1402
LEGAL REFERENCE

[3] 24 P.S. 1403
LEGAL REFERENCE

[4] 22 PA Code 12.41
LEGAL REFERENCE

[5] 24 P.S. 1407
LEGAL REFERENCE

[6] 28 PA Code 23.1 et seq
LEGAL REFERENCE

[7] 24 P.S. 1405
LEGAL REFERENCE

[8] 28 PA Code 23.2
LEGAL REFERENCE

[9] 20 U.S.C. 1232h
LEGAL REFERENCE

[10] 24 P.S. 1419
LEGAL REFERENCE

[11] 28 PA Code 23.45
LEGAL REFERENCE

[12] 24 P.S. 1406
LEGAL REFERENCE

[13] 23 Pa. C.S.A. 6311
LEGAL REFERENCE

[14] Pol. 806 — Child Abuse
POLICY REFERENCE

[15] Pol. 203 — Immunizations and Communicable Diseases
POLICY REFERENCE

[16] Pol. 103 — Opportunity Programs for School/Classroom
POLICY REFERENCE

[17] Pol. 103.1 — Nondiscrimination — Qualified Students With Disabilities
POLICY REFERENCE

[18] 24 P.S. 1409
LEGAL REFERENCE

[19] Pol. 113.4 — Confidentiality of Special Education Student Information
POLICY REFERENCE

[20] Pol. 216 — Student Records
POLICY REFERENCE

[21] 20 U.S.C. 1232g
LEGAL REFERENCE

[22] 34 CFR Part 99
LEGAL REFERENCE

[23] Pol. 805 — Emergency Preparedness and Response
POLICY REFERENCE

[24] Pol. 800 — Records Management
POLICY REFERENCE

[25] **28 PA Code 23.7**
LEGAL REFERENCE

[26] **24 P.S. 1408**
LEGAL REFERENCE

[27] **24 P.S. 1426**
LEGAL REFERENCE

BOARD POLICY

246 School Wellness

POLICY NUMBER	VERSION	DOCUMENT STATUS	WORKFLOW
246	v3.3	UNDER-REVIEW	Administrative Review

PRINTED
10/28/2026

Proposed addition Proposed deletion

PURPOSE

Conestoga Valley School District recognizes that student wellness and proper nutrition are related to students' physical well-being, growth, development and readiness to learn. The Board is committed to providing a school environment that promotes student wellness, proper nutrition, nutrition education and promotion, and regular physical activity as part of the total learning experience. In a healthy school environment, students will learn about and participate in positive dietary and lifestyle practices that can improve student achievement.

AUTHORITY

The Board adopts this policy based on the recommendations of the Wellness Committee and in accordance with federal and state laws and regulations.[2][3]

To ensure the health and well-being of all students, the Board establishes that the district shall provide to students:

1. A comprehensive nutrition program consistent with federal and state requirements.
2. Access at reasonable cost to foods and beverages that meet established nutrition guidelines.
3. Physical education courses and opportunities for developmentally appropriate physical activity during the school day.
4. Curriculum and programs for grades K-12 that are designed to educate students about proper nutrition and lifelong physical activity, in accordance with State Board of Education curriculum regulations and academic standards.

DELEGATION OF RESPONSIBILITY

The Superintendent or designee shall be responsible for the implementation and oversight of this policy to ensure each of the district's schools, programs and curriculum is compliant with this policy, related policies and established guidelines or administrative regulations.[2][3]

Each building principal or designee shall annually report to the Superintendent or designee regarding compliance in his/her school.[3]

Staff members responsible for programs related to school wellness shall report to the Superintendent or designee regarding the status of such programs.

{X } The Superintendent or designee shall annually report to the Board on the district's compliance with law and policies related to school wellness. The report may include:

1. {X } Assessment of school environment regarding school wellness issues.
2. {X } Evaluation of food services program.
3. {X } Review of all foods and beverages sold in schools for compliance with established nutrition guidelines.
4. {X } Listing of activities and programs conducted to promote nutrition and physical activity.
5. {X } Recommendations for policy and/or program revisions.
6. {X } Suggestions for improvement in specific areas.
7. {X } Feedback received from district staff, students, parents/guardians, community members and the Wellness Committee.

The Superintendent or designee and the established Wellness Committee shall conduct an assessment at least once every three (3) years on the contents and implementation of this policy as part of a continuous improvement process to strengthen the policy and ensure implementation. This triennial assessment shall be made available to the public in an accessible and easily understood manner and include:[2][3]

1. The extent to which each district school is in compliance with law and policies related to school wellness.
2. The extent to which this policy compares to model wellness policies.
3. A description of the progress made by the district in attaining the goals of this policy.

At least once every three (3) years, the district shall update or modify this policy as needed, based on the results of the most recent triennial assessment and/or as district and community needs and priorities change; wellness goals are met; new health science, information and technologies emerge; and new federal or state guidance or standards are issued.[3]

The district shall annually inform and update the public, including parents/guardians, students, and others in the community, about the contents, updates and implementation of this policy via the district website, student handbooks, newsletters, posted notices and/or other efficient communication methods. This annual notification shall include information on how to access the School Wellness policy; information about the most recent triennial assessment; information on how to participate in the development, implementation and periodic review and update of the School Wellness policy; and a means of contacting Wellness Committee leadership.[2][3]

GUIDELINES

Recordkeeping

The district shall retain records documenting compliance with the requirements of the School Wellness policy, which shall include:[3][4]

1. The written School Wellness policy.
2. Documentation demonstrating that the district has informed the public, on an annual basis, about the contents of the School Wellness policy and any updates to the policy.
3. Documentation of efforts to review and update the School Wellness policy, including who is involved in the review and methods used by the district to inform the public of their ability to participate in the review.
4. Documentation demonstrating the most recent assessment on the implementation of the School Wellness policy and notification of the assessment results to the public.

Wellness Committee

The district shall establish a Wellness Committee comprised of, but not necessarily limited to, at least one (1) of each of the following: School Board member, district administrator, district food service representative, student, parent/guardian, school health professional, physical education teacher and member of the public. It shall be the goal that committee membership will include representatives from each school building and reflect the diversity of the community.[2]

The Wellness Committee shall serve as an advisory committee regarding student health issues and shall be responsible for developing, implementing and periodically reviewing and updating a School Wellness policy that complies with law to recommend to the Board for adoption.

The Wellness Committee shall review and consider evidence-based strategies and techniques in establishing goals for nutrition education and promotion, physical activity and other school based activities that promote student wellness as part of the policy development and revision process.[3]

{ } ~~**Advisory Health Council**~~

~~{ } An Advisory Health Council may be established by the Superintendent to study student health issues and to assist in organizing follow-up programs.[5]~~

~~{ } The Advisory Health Council may examine related research, assess student needs and the current school environment, review existing Board policies and administrative regulations, and raise awareness about student health issues.~~

~~{ } The Advisory Health Council may make policy recommendations to the Board related to other health issues necessary to promote student wellness.~~

~~{ } The Advisory Health Council may survey parents/guardians and/or students; conduct community forums or focus groups; collaborate with appropriate community agencies and organizations; and engage in similar activities, within the budget established for these purposes.~~

~~{ } The Advisory Health Council shall provide periodic reports to the Superintendent or designee regarding the status of its work, as required.~~

~~Individuals who conduct student medical and dental examinations shall submit to the Advisory Health Council annual reports and later reports on the remedial work accomplished during the year, as required by law.[5]~~

Nutrition Education

Nutrition education will be provided within the sequential, comprehensive health education program in accordance with curriculum regulations and the academic standards for Health, Safety and Physical Education, and Family and Consumer Sciences.[6][7][8]

{ x} Nutrition education in the district shall teach, model, encourage and support healthy eating by students. Promoting student health and nutrition enhances readiness for learning and increases student achievement.

{x } Nutrition education shall provide all students with the knowledge and skills needed to lead healthy lives.

{x } Nutrition education lessons and activities shall be age-appropriate.

{x } Nutrition curriculum shall teach behavior-focused skills, which may include menu planning, reading nutrition labels and media awareness.

{x } School food service and nutrition education classes shall cooperate to create a learning laboratory.

{x } Nutrition education shall be integrated into other subjects such as math, science, language arts and social sciences to complement but not replace academic standards based on nutrition education.

{x } Lifelong lifestyle balance shall be reinforced by linking nutrition education and physical activity.

{ } ~~The staff responsible for providing nutrition education shall be properly trained and prepared and shall participate in appropriate professional development. The district shall develop standards for such training and professional development.[9]~~

~~{ } Nutrition education shall extend beyond the school environment by engaging and involving families and the community.~~

~~{ } _____ other.~~

Nutrition Promotion

Nutrition promotion and education positively influence lifelong eating behaviors by using evidence-based techniques and nutrition messages, and by creating food environments that encourage healthy nutrition choices and encourage participation in school meal programs.

{X } District schools shall promote nutrition through the implementation of Farm to School activities, where possible. Activities may include, but not be limited to, the initiation/maintenance of school gardens, taste-testing of local products in the cafeteria and classroom, classroom education about local agriculture and nutrition, field trips to local farms and incorporation of local foods into school meal programs.

~~{ } District staff shall cooperate with agencies and community organizations to provide opportunities for appropriate student projects related to nutrition.~~

~~{ } District food service personnel shall review and implement research-based, behavioral economics techniques in the cafeteria to encourage consumption of more whole grains, fruits, vegetables and legumes, and to decrease plate waste.~~

{X } Consistent nutrition messages shall be disseminated and displayed throughout the district, schools, classrooms, cafeterias, homes, community and media.

~~{ } Consistent nutrition messages shall be demonstrated by avoiding use of unhealthy food items in classroom lesson plans and school staff avoiding eating less healthy food items in front of students.~~

{X } District schools shall offer resources about health and nutrition to encourage parents/guardians to provide healthy meals for their children.

~~{ } _____ other.~~

Physical Activity

~~{ } District schools shall strive to provide opportunities for developmentally appropriate physical activity during the school day for all students.~~

{X } District schools shall contribute to the effort to provide students opportunities to accumulate at least sixty (60) minutes of age-appropriate physical activity daily, as recommended by the Centers for Disease Control and Prevention. Opportunities offered at school will augment physical activity outside the school environment, such as outdoor play at home, sports, etc.

~~{ } Students shall participate daily in a variety of age-appropriate physical activities designed to achieve optimal health, wellness, fitness and performance benefits.~~

~~{ } Age-appropriate physical activity opportunities, such as outdoor and indoor recess, before and after school programs, during lunch, clubs, intramurals and interscholastic athletics, shall be provided to meet the needs and interests of all students, in addition to planned physical education.~~

~~{ } A physical and social environment that encourages safe and enjoyable activity for all students shall be maintained.~~

~~{ } Extended periods of student inactivity, two (2) hours or more, shall be discouraged.~~

{X } Physical activity breaks shall be provided for students during classroom hours.

~~{ } Before and/or after-school programs shall provide developmentally appropriate physical activity for participating children.~~

~~{ } District schools shall partner with parents/guardians and community members and organizations, such as YMCAs, Boys & Girls Clubs, local and state parks, hospitals, etc., to institute programs that support lifelong physical activity.~~

~~{ } Physical activity shall not be used or withheld as a form of punishment.~~

~~{ } District schools shall promote physical activity through encouragement of walking and biking as a means of transportation to and from school.~~

~~{ } Students and their families shall be encouraged to utilize district-owned physical activity facilities, such as playgrounds and fields, outside school hours in accordance with established district rules.~~

~~{ } _____ other.~~

Physical Education

A sequential physical education program consistent with curriculum regulations and Health, Safety and Physical Education academic standards shall be developed and implemented. All district students must participate in physical education.[7][8][10]

Instruction involving the collection of a student's height and weight measurements must be conducted in a manner that protects student confidentiality. The calculation of body mass index (BMI) is prohibited.[10]

{X } Quality physical education instruction that promotes lifelong physical activity and provides instruction in the skills and knowledge necessary for lifelong participation shall be provided.

{X } Physical education classes shall be the means through which all students learn, practice and are assessed on developmentally appropriate skills and knowledge necessary for lifelong, health-enhancing physical activity.

~~{ } A comprehensive physical education course of study that focuses on providing students the skills, knowledge and confidence to participate in lifelong, health-enhancing physical activity shall be implemented.~~

{X } A varied and comprehensive curriculum that promotes both team and individual activities and leads to students becoming and remaining physically active for a lifetime shall be provided in the physical education program.

{X } Adequate amounts of planned instruction shall be provided in order for students to achieve the proficient level for the Health, Safety and Physical Education academic standards.

{X } A local assessment system shall be implemented to track student progress on the Health, Safety and Physical Education academic standards.

{ } ~~Students shall be moderately to vigorously active as much time as possible during a physical education class. Documented medical conditions and disabilities shall be accommodated during class.~~

~~{ } Safe and adequate equipment, facilities and resources shall be provided for physical education courses.~~

{X } Physical education shall be taught by certified health and physical education teachers.

{X } Appropriate professional development shall be provided for physical education staff.

{X } Physical education classes shall have a teacher-student ratio comparable to those of other courses for safe and effective instruction.

~~{ } Physical activity shall not be used or withheld solely as a form of punishment.~~

~~{ } _____ other.~~

Social Media

A social media literacy program consistent with curriculum regulations and academic standards shall be developed and implemented to address the following:[7][8][23]

1. **Mental, psychological and physical effects of social media and mobile device use.**
2. **Potential impacts of social media and mobile device use on academic growth and learning.**
3. **Safe use of social media, including how to recognize suspicious online behavior including, but not limited to:**
   a. **Cyberbullying.**
   b. **Predatory behavior.**
   c. **Potential human trafficking.**
4. **Personal security and privacy on mobile devices.**

Other School Based Activities

Safe drinking water shall be available and accessible to students, without restriction and at no cost to the student, at all meal periods and throughout the school day.[11][12][13][24]

Nutrition professionals who meet hiring criteria established by the district and in compliance with federal regulations shall administer the school meals program. Professional development and continuing education shall be provided for district nutrition staff, as required by federal regulations.[9][15][16][17]

{X } District schools shall provide adequate space, as defined by the district, for eating and serving school meals.

{X } Students shall be provided a clean and safe meal environment.

{X } Students shall be provided adequate time to eat: ten (10) minutes sit down time for breakfast; twenty (20) minutes sit down time for lunch. Consideration must be given for the amount of time standing in line.

~~{ } District schools shall implement alternative service models to increase school breakfast participation where possible, such as breakfast served in the classroom, "grab & go breakfast" and breakfast after first period to reinforce the positive educational, behavioral and health impacts of a healthy breakfast.~~

~~{ } Meal periods shall be scheduled at appropriate hours, as required by federal regulations and as defined by the district.[11]~~

{x } Students shall have access to hand washing or sanitizing before meals and snacks.

~~{ } Access to the food service operation shall be limited to authorized staff.~~

{x } Nutrition content of school meals shall be available to students and parents/guardians.

~~{ } Students and parents/guardians may be involved in menu selections through various means, such as taste testing and surveys.~~

~~{ } To the extent possible, the district shall utilize available funding and outside programs to enhance student wellness.~~

~~{ } The district shall provide appropriate training to all staff on the components of the School Wellness policy.~~

~~{ } Goals of the School Wellness policy shall be considered in planning all school based activities.~~

~~{ } Fundraising projects submitted for approval shall be supportive of healthy eating and student wellness.~~

{x } Administrators, teachers, food service personnel, students, parents/guardians and community members shall be encouraged to serve as positive role models through district programs, communications and outreach efforts.

{x } The district shall support the efforts of parents/guardians to provide a healthy diet and daily physical activity for children by communicating relevant information through various methods.

~~{ } The district shall maintain a healthy school environment to optimize conditions for learning and minimize potential health risks to students, in accordance with the district's school environmental health program and applicable laws and regulations.~~

~~{ } _____ other.~~

Nutrition Guidelines for All Foods/Beverages at School

All foods and beverages available in district schools during the school day shall be offered to students with consideration for promoting student health and reducing obesity.

Foods and beverages provided through the National School Lunch or School Breakfast Programs shall comply with established federal nutrition standards.[11][12][15][16]

Foods and beverages offered or sold at school-sponsored events outside the school day, such as athletic events and dances, shall offer healthy alternatives in addition to more traditional fare.

Competitive Foods -

Competitive foods available for sale shall meet or exceed the established federal nutrition standards (USDA Smart Snacks in School). These standards shall apply in all locations and through all services where foods and beverages are sold to students, which may include, but are not limited to: a la carte options in cafeterias, vending machines, school stores, snack carts and fundraisers.[3][18][19]

For purposes of this policy, **school campus** means any area of property under the jurisdiction of the school that students may access during the school day.[3][18]

For purposes of this policy, **school day** means the period from midnight before school begins until thirty (30) minutes after the end of the official school day.[3][18]

The district may impose additional restrictions on competitive foods, provided that the restrictions are not inconsistent with federal requirements.[18]

Fundraiser Exemptions -

Fundraising activities held during the school day involving the sale of competitive foods shall be limited to foods that meet the Smart Snacks in School nutrition standards, unless an exemption is approved in accordance with applicable Board policy and administrative regulations.[20]

The district may allow a limited number of exempt fundraisers as permitted by the Pennsylvania Department of Education each school year: up to five (5) exempt fundraisers in elementary and middle school buildings, and up to ten (10) exempt fundraisers in high school buildings. **Exempt fundraisers** are fundraisers in which competitive foods are available for sale to students that do not meet the Smart Snacks in School nutrition standards.[18]

The district shall establish administrative regulations to implement fundraising activities in district schools, including procedures for requesting a fundraiser exemption.

Non-Sold Competitive Foods -

Non-sold competitive foods available to students, which may include but are not limited to foods and beverages offered as rewards and incentives, at classroom parties and celebrations, or as shared classroom snacks, shall meet or exceed the standards established by the district.

If the offered competitive foods do not meet or exceed the Smart Snacks in School nutrition standards, the following standards shall apply:

1. Rewards and Incentives: **(CHOOSE ONE OF THE OPTIONS BELOW)**
   a. ~~{ } Foods and beverages shall not be used as a reward or incentive in district schools.~~
   b. ~~{ } Foods and beverages shall not be used as a reward for classroom or school activities unless the reward is an activity that promotes a positive nutrition message (e.g., guest chef, field trip to a farm or farmers market, etc.).~~
   c. {X } If offered foods do not meet smart snack standards, consideration shall be given to healthy eating and student wellness.
      ~~_____other.~~
2. Classroom Parties and Celebrations: **(CHOOSE ONE OR MORE OF THE OPTIONS BELOW)**
   a. ~~{ } Only non-food based parties and celebrations shall occur on the school campus during the school day in district schools.~~
   b. ~~{ } Classroom parties/celebrations with food/beverages shall be limited to no more than one (1) per month in each classroom.~~
   c. ~~{ } Parents/Guardians shall be informed through newsletters or other efficient communication methods that foods/beverages should only be brought in when requested for scheduled parties.~~
   d. ~~{ } Classroom parties shall offer a minimal amount of foods (maximum 2-3 items) containing added sugar as the primary ingredient (e.g., cupcakes, cookies) and will provide the following:~~
      i. ~~Fresh fruits/vegetables; and~~
      ii. ~~Water, 100 percent juice, 100 percent juice diluted with water, low-fat milk or nonfat milk.~~
   e. {X } When possible, foods/beverages for parties and celebrations shall be provided by the food service department to help prevent food safety and allergy concerns.
   f. ~~{ } Food celebrations shall not occur until thirty (30) minutes after the end of the last lunch period.~~
   g. ~~{ } _____other.~~
3. ~~Shared Classroom Snacks:~~
   a. ~~{ } Shared classroom snacks are not permitted in district schools.~~
   b. ~~{ } _____other.~~

The district shall provide a list of suggested nonfood ideas and healthy food and beverage alternatives to parents/guardians and staff, which may be posted via the district website, student handbooks, newsletters, posted notices and/or other efficient communication methods.

Marketing/Contracting -

Any foods and beverages marketed or promoted to students on the school campus during the school day shall meet or exceed the established federal nutrition standards (USDA Smart Snacks in School) and comply with established Board policy and administrative regulations.[3] [18]

Exclusive competitive food and/or beverage contracts shall be approved by the Board, in accordance with provisions of law. Existing contracts shall be reviewed and modified to the extent feasible to ensure compliance with established federal nutrition standards, including applicable marketing restrictions.[21]

Management of Food Allergies in District Schools

The district shall establish Board policy and administrative regulations to address food allergy management in district schools in order to:[22]

1. Reduce and/or eliminate the likelihood of severe or potentially life-threatening allergic reactions.
2. Ensure a rapid and effective response in case of a severe or potentially life-threatening allergic reaction.
3. Protect the rights of students by providing them, through necessary accommodations when required, the opportunity to participate fully in all school programs and activities.

Safe Routes to School

{X } The district shall assess and, to the extent possible, implement improvements to make walking and biking to school safer and easier for students.

{X } The district shall cooperate with local municipalities, public safety agency, police departments and community organizations to develop and maintain safe routes to school.

{X } District administrators shall seek and utilize available federal and state funding for safe routes to school, when appropriate.

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Legal Footnotes

[2] 42 U.S.C. 1758b
LEGAL REFERENCE

[3] 7 CFR 210.31
LEGAL REFERENCE

[4] 7 CFR 210.15
LEGAL REFERENCE

[5] 24 P.S. 1422
LEGAL REFERENCE

[6] 24 P.S. 1513
LEGAL REFERENCE

[7] Pol. 102 — Academic Standards
POLICY REFERENCE

[8] Pol. 105 — Curriculum
POLICY REFERENCE

[9] Pol. 808 — Food Services
POLICY REFERENCE

[10] 24 P.S. 1512.1
LEGAL REFERENCE

[11] 7 CFR 210.10
LEGAL REFERENCE

[12] 7 CFR 220.8
LEGAL REFERENCE

[13] 24 P.S. 701
LEGAL REFERENCE

[15] 42 U.S.C. 1751
LEGAL REFERENCE

[16] 42 U.S.C. 1773
LEGAL REFERENCE

[17] 7 CFR 210.30
LEGAL REFERENCE

[18] 7 CFR 210.11
LEGAL REFERENCE

[19] 7 CFR 220.12
LEGAL REFERENCE

[20] Pol. 229 — Student Fundraising
POLICY REFERENCE

[21] 24 P.S. 504.1
LEGAL REFERENCE

[22] Pol. 209.1 — Food Allergy Management
POLICY REFERENCE

[23] 24 P.S. 1556
LEGAL REFERENCE

[24] 24 P.S. 742.1
LEGAL REFERENCE

BOARD POLICY

704 Maintenance

POLICY NUMBER	VERSION	DOCUMENT STATUS	WORKFLOW
704	v3.2	UNDER-REVIEW	Administrative Review

PRINTED
10/22/2026

Proposed addition Proposed deletion

PURPOSE

Adequate maintenance of buildings, property and equipment is essential to fiscal responsibility and efficient management of district facilities.

AUTHORITY

The Board directs that a continuous program of inspection and maintenance of all district buildings, property and equipment be established and implemented. Wherever possible, maintenance shall be preventive.[2][3]

DELEGATION OF RESPONSIBILITY

The Superintendent or designee shall develop and supervise a maintenance program which shall include:

{X } Regular program of maintenance, repair and improvement of buildings and facilities.

{X } Testing lead levels in drinking water in accordance with DEP requirements.[3]

~~{ } Critical spare parts inventory.~~

{X } Equipment replacement program.

{X } Long-range plans for building modernization and conditioning.

~~{ } The Superintendent or designee shall develop a maintenance check list applicable to all district buildings.~~

{X } Each building principal, in conjunction with the building maintenance employee, shall conduct a physical inspection of the building on a

(X) periodic

( ) monthly

( ) bimonthly

basis and return a written report to the Superintendent or designee as to the findings of that inspection.

The Superintendent shall report

{X } annually

{ } quarterly

{ } periodically

to the Board regarding the current maintenance and improvement program and projected maintenance needs that include cost analysis.

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Legal Footnotes

[2] **24 P.S. 701**
LEGAL REFERENCE

[3] **24 P.S. 742.1**
LEGAL REFERENCE

BOARD POLICY

803 School Calendar

POLICY NUMBER	VERSION	DOCUMENT STATUS	WORKFLOW
803	v3.1	DRAFT	Administrative Review

PRINTED
10/21/2026

Proposed addition Proposed deletion

PURPOSE

The Board recognizes that preparation of an annual school calendar is necessary for the efficient operation of the district and communication with students, staff, parents/guardians and the school community.

AUTHORITY

The Board shall determine annually the days and the hours when the schools will be in session for instructional purposes, in accordance with state law and regulations. This may include, as appropriate, activities qualifying as instructional days or hours under the direction of certified school employees for fulfilling the minimum required days or hours of instruction under law, regulations and state guidance.[1][2][3][4][5][6][7][8][9]

The school calendar shall normally consist of a minimum of [1][2][8][10]

{X } 180 student days or.

{X } 900 hours of instruction at the elementary level and 990 hours of instruction at the secondary level.

~~{ } 450 hours of instruction for half-day kindergarten programs.~~

~~{ } and prekindergarten programs.~~

The Board reserves the right to alter the school calendar when it is in the best interests of the district, including in cases of emergency, in accordance with applicable law and regulations. The Board shall take action to establish temporary provisions in cases of emergency, in accordance with law, and shall document such actions with the PA Department of Education when required.[2][5][6][7][9][11][12][13] **[14]**
Temporary provisions established in accordance with law may include but are not limited to: [1][2][5][6][7][8][9][12][13] **[15]**

1. Keeping schools in session such days and hours as the Board deems necessary, which shall include maintaining the requirement for a minimum of 180 student days or 900 hours of instruction at the elementary level and 990 hours of instruction at the secondary level.
   ~~{ } 450 hours of instruction for half-day kindergarten programs.~~
   ~~{ } and prekindergarten programs.~~
2. Reducing the length of time of daily instruction for courses and classes.
3. Implementing remote and other alternative methods of delivering instruction under the direction of certified school employees.

Each year, prior to finalizing the school calendar, the Board must discuss the use or potential use of flexible instructional days and remote or virtual instructional days at a public Board meeting.[7] **[14]**

DELEGATION OF RESPONSIBILITY

The Superintendent shall annually prepare a school calendar for Board consideration.

The Superintendent or designee shall document alterations to the school calendar and any temporary provisions in accordance with law, regulations, guidance from the PA Department of Education and Board policy.[7]**[14]** **[15]**

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Legal Footnotes

[1] 24 P.S. 133
LEGAL REFERENCE

[2] 24 P.S. 1501
LEGAL REFERENCE

[3] 24 P.S. 1502
LEGAL REFERENCE

[4] 24 P.S. 1503
LEGAL REFERENCE

[5] 24 P.S. 1504
LEGAL REFERENCE

[6] 24 P.S. 1505
LEGAL REFERENCE

[7] 24 P.S. 1506
LEGAL REFERENCE

[8] 22 PA Code 11.1
LEGAL REFERENCE

[9] 22 PA Code 11.2
LEGAL REFERENCE

[10] 22 PA Code 4.4
LEGAL REFERENCE

[11] 24 P.S. 520
LEGAL REFERENCE

[12] 24 P.S. 520.1
LEGAL REFERENCE

[13] 24 P.S. 1501.3
LEGAL REFERENCE

[14] Pol. 006
POLICY REFERENCE
Referenced policy is not available in this policy book.

[15] Pol. 805 — Emergency Preparedness and Response
POLICY REFERENCE

POLICY PORTAL™ PSBA

Policy saved — content, tracked changes, comments

BOARD POLICY

822 Automated Exte (AED)/Cardiopulmonary Resuscitation (CPR)

POLICY NUMBER	VERSION	DOCUMENT STATUS	WORKFLOW
822	v2.1	DRAFT	Administrative Review

PRINTED
10/21/2026

Proposed addition Proposed deletion

PURPOSE

The Board is committed to providing a safe and healthy environment for the school community.

Maintaining automated external defibrillator (AED) units and staff trained in cardiopulmonary resuscitation (CPR) in the schools enables responders to deliver early defibrillation and resuscitation to victims.

DEFINITION

Automated external defibrillator (AED) - a portable device that uses electric shock to restore a stable heart rhythm to an individual in cardiac arrest.[1]

AUTHORITY

Each school **building** shall have one (1) person **trained and** certified in the use of **an AED and** CPR during **the school day** when school is in session and students are present.[2][3]

Each school nurse or designee, coach of an athletic activity, marching band director, physical education teacher and athletic trainer in the district must participate in instruction in the use of an AED and CPR and maintain their certification.[2]

The AED units are owned by the district and shall be properly maintained **and tested,** and located in secure and accessible locations.

The district shall have an AED in a readily accessible location for students participating in interscholastic athletics and practices. Individuals trained in the use of an AED and CPR will be present during these times.[4][5]

The AED units shall be used in accordance w

Policy saved — content, tracked changes, comments

GUIDELINES

A core team shall be trained in CPR and AED procedures by completing a training program offered by approved providers. Members of the team shall be provided opportunities for annual training and retraining.

The district shall make instruction in the use of an AED available to all its employees and volunteers at least once every two (2) years. The instruction is optional and shall be conducted by an approved provider that may be through the Internet or other electronic means.[2]

{ X } The district may make instruction on the principles and techniques of CPR and the use of operating an AED available to students.[2]

Written guidelines for medical emergencies related to the use of AED units shall be provided to all **employees instructed in the use of an AED**.

{ X } Responders' use of AED units shall not replace the care provided by emergency medical services (EMS) providers. Patient care shall be transferred to the EMS providers upon their arrival.

DELEGATION OF RESPONSIBILITY

The **Superintendent** or designee shall develop and disseminate administrative regulations that detail the use of AED units.

The Superintendent or designee shall annually, by June 30, report to the PA Department of Education detailing the number, condition, age, expiration date and placement of AEDs in each school building.[6]

Legal Footnotes

[1] 24 P.S. 1401
LEGAL REFERENCE

[2] 24 P.S. 1423.1
LEGAL REFERENCE

[3] 24 P.S. 1424
LEGAL REFERENCE

[4] 24 P.S. 1423.3
LEGAL REFERENCE

[5] Pol. 123 — Interscholastic Athletics
POLICY REFERENCE

[6] 24 P.S. 1423.2
LEGAL REFERENCE

Policy saved — content, tracked changes, comments

Regular Board Meeting

Monday, November 16, 2026 7:00 PM
District Administration Board Room , 502 Mt. Sidney Rd., Lancaster, PA 17602

1. **CALL TO ORDER**
A. Welcome
B. Pledge to the Flag
C. Attendance
D. Approval of Agenda
2. **COMMENTARY ON DISTRICT ACTIVITY**
A. Board Commendations
B. Superintendent Comments
C. Board Comments
D. Correspondence - Secretary
3. **PRESENTATIONS**
A. Annual Enrollment Report
4. **PUBLIC / PROFESSIONAL / STAFF INPUT**
A. Public Comments - Specific to the Agenda
B. Comments from CVEA
C. Comments from Other Employee Groups
5. **CONSENT AGENDA**
A. Approval of Minutes
B. Approval of Financial Reports
C. Approval of Superintendent's Report
D. Approval of New Course Proposals
E. Approval of New District Social Media Accounts
F. Approval of Proceeding with Re-Assessment Appeal
6. **ACTION / DISCUSSION ITEMS**
A. Approval of First Reading of District Policies
7. **INFORMATION REPORTS**
A. Finance and Operations Report
B. Curriculum and Instruction Report
C. Federal Funds
8. **BOARD REPORTS**

A. IU13 Report
B. PSBA Report
C. Lancaster County Academy Report
D. Lancaster County Career and Technology Center Report
E. Construction Team Update
F. Other Reports
9. **PUBLIC COMMENTS**
10. **BOARD MATTERS**
A. Board Announcements / Initiatives
B. Upcoming Board Meeting Dates
11. **ADJOURNMENT**