

Agenda of October Policy Advisory Committee Meeting

The Board of Trustees New Hope-Solebury School District

A October Policy Advisory Committee Meeting of the Board of Trustees of New Hope-Solebury School District will be held Thursday, October 1, 2026, beginning at 6:15 PM District Office Conference Room, 180 West Bridge Street, New Hope, PA 18938.

1. Call to Order

Description: Procedural

2. Approve Minutes from the (September 3, 2026) meeting

2.A. Approve Minutes from the September 3, 2026 meeting

3. Public Comment

4. Old Business

4.A. Second Reads

4.A.1. Second Reads

4.B. Administrative Regulations (New)

4.B.1. Administrative Regulations (2ND)

5. New Business

5.A. Policy Revisions

6. Adjournment

Policy & HR Advisory Committee Meeting Minutes

September 3, 2026

A. Call to Order Dr. Heble called the meeting to order at 6:15 p.m.

Committee Attendance: Dr. Heble, Dr. Lentz, Ms. Sheehan, Mr. Giorgi , Ms. Frapwell and Dr. Persichetti

[Attendance: September 3, 2026 Sign- in sheet](#)

B. Approval of Minutes from May 7, 2026

The committee approved the minutes from the May 7, 2026 meeting.

C. Public Comment

None.

D. Old Business

1. Second Reads

The committee reviewed the second-read policies and related administrative regulations carried forward from the prior meeting cycle. Administration summarized the principal revisions and responded to committee questions.

Policy 006 Meetings: Minor revisions remained subject to solicitor review, **Policy 204 Attendance** and related administrative regulations: The committee discussed state-required attendance notification thresholds and the progression of notices and interventions for student absences. **Policy 218.1 Weapons:** The policy remained subject to solicitor confirmation regarding the mandatory expulsion language and the Board's authority following a hearing. **Policies 805, 805.1, and 805.2:** The committee reviewed updates concerning emergency preparedness, relations with law enforcement agencies, and school security personnel.

The committee recommended that Policy 006 and Policy 218.1 move forward subject to solicitor review. The remaining second-read policies and administrative regulations were recommended to the Board for approval.

E. New Business

1. First Reads

Policies 102 Academic Standards and 105 Curriculum: The committee discussed state-required instructional observances and the District's process for documenting how required topics and commemorative days are addressed in the curriculum. **Policy 204.2 Virtual Attendance and Wellness Checks:** This new policy addresses required wellness checks for students receiving virtual instruction, including weekly visual contact, required outreach attempts, and additional follow-up when contact cannot be established. **Policy 249 Bullying and Cyberbullying:** The committee discussed expanded language addressing cyberbullying, off-campus conduct that has a connection to the school environment, parent notification, prompt investigation, and potential overlap with Title IX. Administration explained that bullying and Title IX obligations may overlap and that investigations are coordinated to avoid unnecessary duplication while satisfying applicable requirements. **Policy**

803 School Calendar: The committee discussed the requirement to identify flexible instructional days when the school calendar is approved and noted that administration was seeking clarification regarding the scope of virtual instruction permitted under current state guidance. **Policy 704 Maintenance and related administrative regulation:** The policy and the new drinking-water administrative regulation were presented for first review.

2. Other Discussion

The committee raised a question regarding Policy 707, Use of School Facilities, in connection with access to District facilities and clearance requirements. Administration indicated that the issue appeared to concern implementation of the existing policy rather than a need for policy revision and would continue to review the matter administratively.

F. Adjournment The meeting adjourned at 6:45 p.m.



BOARD POLICY

805.1-AR-0 Incident Report - Immediate Notification

POLICY NUMBER	VERSION	DOCUMENT STATUS	PRINTED
805.1-AR-0	v2.2	DRAFT	9/2/2026

Purpose

The Board recognizes that cooperation with law enforcement agencies is considered essential for protecting students and staff, maintaining a safe environment in schools and safeguarding district property.

Authority

It shall be the policy of the Board to establish and maintain a cooperative relationship between the school district and law enforcement agencies with jurisdiction over school property of the school district in maintaining school safety and security; responding to school safety and security reports; and reporting and resolution of incidents that occur on school property, at any school-sponsored activity or on any conveyance providing transportation to or from a school or school-sponsored activity.[\[1\]](#)[\[2\]](#)[\[3\]](#) [\[4\]](#) [\[5\]](#)

The Board directs the Superintendent to execute and update, on a biennial basis, a memorandum of understanding with each law enforcement agency that has jurisdiction over school property in accordance with state law and regulations.[\[1\]](#)[\[2\]](#)[\[6\]](#)

Definition

Incident - an instance involving an act of violence; the possession of a weapon by any person; the possession, use or sale of a controlled substance or drug paraphernalia as defined in the Pennsylvania Controlled Substance, Drug, Device and Cosmetic Act; the possession, use or sale of alcohol or tobacco products by any person on school property; or conduct that constitutes an offense listed in the school safety and security provisions of School Code.[\[2\]](#)[\[7\]](#)[\[8\]](#) [\[9\]](#) [\[10\]](#) [\[11\]](#) [\[12\]](#) [\[13\]](#) [\[14\]](#) [\[15\]](#) [\[16\]](#)

Guidelines

Memorandum of Understanding

In accordance with state law and regulations, the Superintendent shall form an advisory committee composed of relevant school staff to assist in the development of a memorandum of understanding with law enforcement. The Superintendent shall execute and update, every two (2) 4

years, a memorandum of understanding with each law enforcement agency that has jurisdiction over school property. The memorandum of understanding shall be signed by the Superintendent, chief of police of the law enforcement agency with jurisdiction over the relevant school property and each building principal, and be filed with the PA Department of Education.[\[1\]](#)[\[2\]](#)[\[6\]](#)

In developing and updating the memorandum of understanding, the district shall consult and consider the model memorandum of understanding, in accordance with applicable law and regulations.[\[1\]](#)[\[2\]](#)[\[6\]](#)

The memorandum of understanding shall comply with state law and regulations and set forth:[\[1\]](#)[\[2\]](#)[\[6\]](#)

1. A procedure for law enforcement agency review of the district's annual incident report required by law, prior to the Superintendent filing the report with the PA Department of Education.
2. A procedure for the resolution of incident data discrepancies in the report prior to filing the report.
3. **A procedure for the timely coordination between the district's threat assessment team and the law enforcement agency, as necessary.**[\[17\]](#)
4. Additional matters pertaining to crime prevention agreed to between the Superintendent and the law enforcement agency.

Students With Disabilities

The district shall provide a copy of its administrative regulations and procedures for behavior support, developed in accordance with the Special Education Plan, to each law enforcement agency that has jurisdiction over school property. Updated copies shall be provided each time the administrative regulations and procedures for behavior support are revised by the district.[\[18\]](#)[\[19\]](#)[\[20\]](#)[\[21\]](#)

The district shall invite representatives of each law enforcement agency that has jurisdiction over school property to participate in district training on the use of positive behavior supports, de-escalation techniques and appropriate responses to student behavior that may require intervention, as included in the district's Special Education Plan and positive behavior support program.[\[18\]](#)[\[19\]](#)[\[20\]](#)[\[21\]](#)[\[22\]](#)

The district shall invite representatives of each law enforcement agency that has jurisdiction over school property to participate in district training related to subjects that enhance understanding of and build positive relationships with students, which may include but not be limited to training on trauma-informed approaches, restorative practices, suicide awareness and prevention, child abuse recognition and reporting, maintaining confidentiality of students' personally identifiable information and maintaining professional adult/student boundaries. [\[4\]](#)[\[23\]](#)[\[24\]](#)[\[25\]](#)[\[26\]](#)[\[27\]](#)[\[28\]](#)

Referral to Law Enforcement

The Superintendent or designee shall immediately report required incidents and may report discretionary incidents committed on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity, to the law enforcement agency that has jurisdiction over the school's property, in accordance with state law 5

and regulations, the procedures set forth in the memorandum of understanding with law enforcement and Board policies.^{[1][2][7][9][10][11][12][13][14][15][16][21][29][30][31][32]}

School Safety and Security Incidents Report

Annually, by July 31, the Superintendent shall report on the designated form, to the PA Department of Education, all new incidents as required by state law.^[2]

Prior to submitting the incidents report, the Superintendent and each law enforcement agency having jurisdiction over school property shall do all of the following:^[2]

1. No later than thirty (30) days prior to the deadline for submitting the report to the PA Department of Education, the Superintendent shall submit the report to the law enforcement agency that has jurisdiction over the relevant school property. The law enforcement agency shall review the report and compare the data regarding criminal offenses and notification of law enforcement to determine whether the report accurately reflects law enforcement incident data.
2. No later than fifteen (15) days prior to the deadline for the Superintendent to submit the report to the PA Department of Education, the law enforcement agency shall notify the Superintendent, in writing, whether the report accurately reflects law enforcement incident data. Where the law enforcement agency determines that the report accurately reflects law enforcement incident data, the chief of police shall sign the report. Where the law enforcement agency determines that the report does not accurately reflect law enforcement incident data, the law enforcement agency shall indicate any discrepancies between the report and law enforcement incident data.
3. Prior to submitting the report to the PA Department of Education, the Superintendent and the law enforcement agency shall attempt to resolve any discrepancy between the report and law enforcement incident data. If a discrepancy remains unresolved, the law enforcement agency shall notify the Superintendent and the PA Department of Education in writing.
4. Where a law enforcement agency fails to take action as required above, the Superintendent shall submit the report to the PA Department of Education and indicate that the law enforcement agency failed to take the required action.

Legal Footnotes

[1] 24 P.S. 1306.2-B
LEGAL REFERENCE

[2] 24 P.S. 1319-B
LEGAL REFERENCE

[3] 22 PA Code 10.1
LEGAL REFERENCE

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

[5] Pol. 805.2 — School Security Personnel
POLICY REFERENCE

[6] 22 PA Code 10.11
LEGAL REFERENCE

[7] 22 PA Code 10.2 LEGAL REFERENCE	[8] 35 P.S. 780-102 LEGAL REFERENCE
[9] Pol. 218 — Student Discipline POLICY REFERENCE	[10] Pol. 218.1 — Weapons POLICY REFERENCE
[11] Pol. 218.2 — Terroristic Threats POLICY REFERENCE	[12] Pol. 222 — Tobacco Use POLICY REFERENCE
[13] Pol. 227 — Controlled Substances POLICY REFERENCE	[14] Pol. 323 — Tobacco and Vaping Products POLICY REFERENCE
[15] Pol. 351 — Drug and Substance Abuse POLICY REFERENCE	[16] Pol. 904 — Public Attendance at School Events POLICY REFERENCE
[17] 24 P.S. 1302-E LEGAL REFERENCE	[18] 22 PA Code 10.23 LEGAL REFERENCE
[19] 22 PA Code 14.104 LEGAL REFERENCE	[20] Pol. 113 — Special Education POLICY REFERENCE
[21] Pol. 113.2 — Screening and Evaluations for Students With Disabilities POLICY REFERENCE	[22] 22 PA Code 14.133 LEGAL REFERENCE
[23] Pol. 113.4 — Confidentiality of Special Education Student Information POLICY REFERENCE	[24] Pol. 216 — Student Records POLICY REFERENCE
[25] Pol. 333 — Professional Development POLICY REFERENCE	[26] Pol. 806 — Child Abuse POLICY REFERENCE
[27] Pol. 819 — Suicide Awareness, Prevention and Response POLICY REFERENCE	[28] Pol. 824 — Maintaining Professional Adult/Student Boundaries POLICY REFERENCE
[29] 22 PA Code 10.21 LEGAL REFERENCE	[30] 22 PA Code 10.22 LEGAL REFERENCE
[31] Pol. 103.1 — Nondiscrimination - Qualified Students With Disabilities POLICY REFERENCE	[32] Pol. 113.1 — Discipline of Students With Disabilities POLICY REFERENCE

Legal References

No additional references listed.



BOARD POLICY

803 School Calendar

POLICY NUMBER	VERSION	DOCUMENT STATUS	PRINTED
803	v3.1	DRAFT	9/2/2026

■ 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]}180 student days.

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

Legal References

No additional references listed.



BOARD POLICY

704 Maintenance

POLICY NUMBER	VERSION	DOCUMENT STATUS	PRINTED
704	v3.1	DRAFT	9/2/2026

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.[\[2\]](#)[\[3\]](#)

~~A planned program of preventive maintenance shall be developed by the Director of Operations which will produce maximum performance and longevity of equipment and keep buildings and grounds in good condition.~~

~~The principals and Director of Operations shall carry on frequent inspections of all buildings, equipment, playgrounds and playground apparatus to discover conditions which might be dangerous to health, safety and comfort of the students or personnel, and return a written report to the Superintendent or the Superintendent's designee as to the findings of that inspection.~~

~~Teachers shall be responsible for the safe use of buildings, grounds and equipment in the classes which they teach or in the activities for which they are responsible.~~

Guidelines

~~Employees and students shall be encouraged to report promptly to the principal of the school or department head any defects in building, furniture, playground apparatus or other equipment that might prove injurious to the comfort, health or safety of teachers, students or other persons.~~

~~The Superintendent or the Superintendent's designee shall report periodically to the Board regarding the current maintenance and improvement program and projected maintenance needs that include cost analyses.~~

DELEGATION OF RESPONSIBILITY

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

1. Regular program of maintenance, repair and improvement of buildings and facilities.

2. Testing lead levels in drinking water.^[3]

3. Critical spare parts inventory.

4. Equipment replacement program.

5. Long-range plans for building modernization and conditioning.

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

7. Each building principal, in conjunction with the Director of Operations and/or building maintenance employee, shall conduct a physical inspection of the building on a periodic basis and return a written report to the Superintendent or designee as to the findings of that inspection.

The Superintendent or designee shall report 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

Legal References

No additional references listed.

NEW HOPE-SOLEBURY VIRTUAL ACADEMY

Weekly Virtual Wellness Check: Internal Guidelines & Protocol

Purpose: To comply with Pennsylvania Act 20 of 2026 (Section 1327.4 of the Public School Code) requiring weekly real-time visual wellness checks for full-year virtual instruction students to verify student well-being and program participation.

1. Session Logistics & Staff Roles

- **Schedule:** Every Tuesday from 1:00 PM – 1:30 PM (during any instructional week consisting of at least 3 full or partial days).
- **Platform:** District Zoom (Standing link provided to virtual families).
- **Designated Host Staff:** Director of Education and/or Education Office Administrative Assistant
- **Student Check-in Expectation:** Students must log on at any point between 1:00 PM and 1:30 PM, enable camera and microphone, verbally say hello, and confirm visual identity in real time.
- **Support Services:** Host staff will provide real-time assistance for technical difficulties or program concerns raised during the window.

2. Attendance & Tracking

- Host staff must log student attendance in real time.

3. Exemptions & Adjustments

- **Excused Absence (Sec. 1329):** If a student has an excused absence on Tuesday, a check-in must be attempted on the next school day in that same week. If absent all week, the student is exempt for that week.
- **Outages:** Documented household internet or power outages exempt the student for that specific window, provided parents submit documentation promptly. A makeup check must occur later that week.

4. Non-Attendance Escalation Protocol (Statutory Timeline)

Timeline	Action Required	Responsible Party
Within 1 School Day (Wednesday)	1. Initiate ongoing efforts using at least 2 different communication methods (e.g., phone, email, SMS). 2. Send written notice to parent/guardian in their preferred language detailing the missed check.	Director of Education and/or Education Office Administrative Assistant

Within 3 School Days of Notice (Monday)	If the check remains incomplete, schedule a Wellness Review Conference to take place within 1 school day.	Director of Education and/or Education Office Administrative Assistant
Next School Day (Tuesday)	Convene Wellness Review Conference (in-person or virtual) to establish real-time visual contact, re-establish communication, and create an intervention plan. <i>Convene regardless of parent/student attendance.</i>	Director of Education
Within 24 Hours (If Conference Missed)	If the student misses the conference, conduct an in-person wellness check within 24 hours (including weekends/holidays).	Social Worker
Unresponsive / Unreachable	Consult School Solicitor. Consider contacting emergency contacts or local law enforcement / child welfare agencies for safety checks.	Director of Education & Solicitor

5. Mandated Reporting Requirements

Staff conducting checks are subject to 23 Pa.C.S. Ch. 63. Any visual or verbal indicators of abuse, neglect, or harm observed during a Zoom check or conference must be reported immediately per Child Protective Services procedures.



BOARD POLICY

105 Curriculum

POLICY NUMBER	VERSION	DOCUMENT STATUS	PRINTED
105	v3.1	DRAFT	9/2/2026

PURPOSE

The Board recognizes its responsibility for the development, assessment and improvement of the educational program of the schools. To this end, the curriculum shall be evaluated, developed and modified on a continuing basis and in accordance with a plan for curriculum improvement.^[1]

DEFINITION

For purposes of this policy, curriculum shall be defined as a series of planned instruction aligned with established academic standards in each subject that is coordinated, articulated and implemented in a manner designed to result in the achievement of academic standards at the proficient level by all students.^{[2][3]} ^[4]

AUTHORITY

The Board shall be responsible for the curriculum of the district's schools. The curriculum shall be designed to provide students the opportunity to achieve the academic standards established by the Board. Attaining the academic standards requires students to demonstrate the acquisition and application of knowledge.^{[1][3]} ^[4]

In order to provide a quality educational program for district students, the Board shall adopt a curriculum plan that includes the requirements for courses to be taught; subjects to be taught in the English language; courses adapted to the age, development and needs of students; and strategies for assisting those students having difficulty attaining the academic standards.^{[1][3][5][6]} ^[7] ^[8]

Special Instruction/Observances

The district's curriculum plan must also include provisions for special instruction and observances to comply with state and federal law including, but not limited to, Constitution Day and Citizenship Day, Arbor Day and the Bill of Rights Week.^{[20][21]}
^[22]

GUIDELINES

The district's curriculum shall provide the following:



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1. Continuous learning through effective collaboration among the schools of this district.
2. Continuous access for all students to sufficient programs and services of a library/media facility and classroom collection to support the educational program. [\[9\]](#)
3. Guidance and counseling services for all students to assist in career and academic planning. [\[23\]](#)
4. A continuum of educational programs and services for all students with disabilities, pursuant to law and regulation. [\[11\]](#)
5. Language Instruction Educational Program for English Learner students, pursuant to law, and regulation and Board policy. [\[12\]](#) [\[13\]](#)
6. Compensatory education programs for students, pursuant to law and regulation.
7. Equal educational opportunity for all students, pursuant to law and regulation. [\[14\]](#) [\[15\]](#)
8. Career awareness and vocational education, pursuant to law and regulation. [\[16\]](#)
9. Educational opportunities for identified gifted students, pursuant to law and regulation. [\[17\]](#)
10. Regular and continuous instruction in required safety procedures. [\[18\]](#)

DELEGATION OF RESPONSIBILITY

As the educational leader of the district, the Superintendent shall be responsible to the Board for the district's curriculum. The Superintendent shall establish procedures for curriculum development, evaluation and modification, which ensure the utilization of available resources, and effective participation of [\[1\]](#) administrators, teaching staff members, students, community members, Board members.

A listing of all curriculum materials shall be made available for the information of parents/guardians, students, staff and Board members. [\[1\]](#) [\[19\]](#)

With prior Board approval, the Superintendent may conduct pilot programs as deemed necessary to the continuing improvement of the instructional program. The Superintendent shall report periodically to the Board on the status of each pilot program, along with its objectives, evaluative criteria, and costs.

The Board encourages, where it is feasible and in the best interest of district students, participation in state-initiated pilot programs of educational research.

The Board directs the Superintendent to pursue actively state and federal aid in support of research activities.

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Legal Footnotes

[1] 22 PA Code 4.4
LEGAL REFERENCE



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LEGAL REFERENCE

[3] 22 PA Code 4.12
LEGAL REFERENCE

[4] Pol. 102 — Academic Standards
POLICY REFERENCE

[5] 24 P.S. 1511
LEGAL REFERENCE

[6] 24 P.S. 1512
LEGAL REFERENCE

[7] Pol. 107 — Adoption of Planned Instruction
POLICY REFERENCE

[8] Pol. 127 — Assessments
POLICY REFERENCE

[9] Pol. 109 — Resource Materials
POLICY REFERENCE

[11] Pol. 113 — Special Education
POLICY REFERENCE

[12] 22 PA Code 4.26
LEGAL REFERENCE

[13] Pol. 138 — Language Instruction Educational Program for English Learners
POLICY REFERENCE

[14] Pol. 103 — Discrimination/Title IX Sexual Harassment Affecting Students
POLICY REFERENCE

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

[16] Pol. 115 — Career and Technical Education
POLICY REFERENCE

[17] Pol. 114 — Programs for Gifted Students
POLICY REFERENCE

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

[19] Pol. 105.1 — Curriculum Review by Parents and Students
POLICY REFERENCE

[20] 24 P.S. 1541-1555
LEGAL REFERENCE

[21] 36 U.S.C. 106
LEGAL REFERENCE

[22] P.L. 108-447 — P.L. 108-447
LEGAL REFERENCE

[23] Pol. 112 — Guidance Counseling
POLICY REFERENCE

Legal References

No additional references listed.



Policy saved — content, tracked changes, comments



BOARD POLICY

102 Academic Standards

POLICY NUMBER	VERSION	DOCUMENT STATUS	PRINTED
102	v3.1	DRAFT	9/2/2026

PURPOSE

The Board recognizes the importance of developing, assessing and expanding academic standards to challenge students to achieve at their highest level possible. To this end, the district shall establish rigorous academic standards in accordance with, and may expand upon, those adopted by the State Board of Education.[\[1\]\[2\]](#)

DEFINITION

Academic standards ~~shall be defined as~~ means what a student should know and be able to do at a specified grade level. For purposes of ~~Board policy, the term academic standards shall be deemed to encompass this policy, the term academic standards encompasses~~ Pennsylvania Core Standards, Pennsylvania Integrated Standards state academic standards and local academic standards.[\[3\]](#)

AUTHORITY

The Board shall approve academic standards for district students to attain, in the following content areas:[\[2\]](#)

1. English Language Arts ~~(reading, writing, speaking and listening)~~ - PA Core Standards.
2. Mathematics - PA Core Standards.
3. ~~Science and Technology – to include reading in science and technology, and writing for science and technology,~~ Science, Environment, Ecology, Technology and Engineering (Grades K-5) - PA Integrated Standards.
4. ~~Environment and Ecology~~ Science, Environment and Ecology (Grades 6-12).
5. Technology and Engineering (Grades 6-12).
6. Social Studies (history, geography, civics and government, economics) - to include PA Core Standards reading in history and social studies, and writing for history and social studies.
7. Arts and Humanities.
8. Career Education and Work.
9. Health, Safety and Physical Education.

10. Family and Consumer Sciences.

11. Personal Finance.

Guidelines

The district’s curriculum shall be designed to provide students with the planned instruction needed to attain established academic standards. **Such standards require the incorporation of education on social media literacy.**[\[2\]](#)[\[4\]](#) [\[5\]](#)

The district shall address social media literacy by providing instruction to students on the potential health and academic impacts, and safety and security concerns associated with social media use. [\[9\]](#)

The district shall assess individual student attainment of established academic standards and provide assistance for students having difficulty attaining academic standards.[\[2\]](#) [\[6\]](#) [\[7\]](#)

Students with disabilities may attain academic standards by completion of their Individualized Education Programs in accordance with law, regulations and Board policy.[\[2\]](#) [\[8\]](#)

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Legal Footnotes

[1] 22 PA Code 4.11
LEGAL REFERENCE

[2] 22 PA Code 4.12
LEGAL REFERENCE

[3] 22 PA Code 4.3
LEGAL REFERENCE

[4] Pol. 105
LEGAL REFERENCE

[5] Pol. 107
LEGAL REFERENCE

[6] Pol. 127 — Assessments
POLICY REFERENCE

[7] Pol. 212 — Reporting Student Progress
POLICY REFERENCE

[8] Pol. 113 — Special Education
POLICY REFERENCE

[9] 24-P-S-1556
LEGAL REFERENCE

Legal References

No additional references listed.



BOARD POLICY

249 Bullying/Cyberbullying

POLICY NUMBER	VERSION	DOCUMENT STATUS	PRINTED
249	v3.2	DRAFT	9/2/2026

PURPOSE

The Board is committed to providing a safe, positive learning environment for district students **that is free from bullying and cyberbullying**. The Board recognizes that bullying **and cyberbullying create** an atmosphere of fear and intimidation, detracts from the safe environment necessary for student learning and may lead to more serious violence.

DEFINITIONS

Artificial Intelligence-Generated or Modified Media means text, code, images, audio or video data that has been created or modified from its original source data through the use of artificial intelligence technology, programs or platforms.^[1]

Bullying means an intentional electronic, written, verbal or physical act or series of acts directed at another student or students, which occurs in a school setting that is severe, persistent or pervasive and has the effect of doing any of the following:^[1]

1. Substantially interfering with a student's education; **or**
2. Creating a threatening environment; **or**
3. Substantially disrupting the orderly operation of the school.

Bullying, as defined in this policy, includes cyberbullying. Cyberbullying, as defined in this policy, includes cyberbullying. Cyberbullying means bullying through the use of electronic technology or communication, including data, computer software or online platforms regardless of their origin, using a device, system network, internet service, email, social media or other digital means, including artificial intelligence-generated or modified media. Cyberbullying includes bullying conduct which occurs in a school setting.^[1]

School setting means in the school, on school grounds, in school vehicles, at a designated bus stop or at any activity sponsored, supervised or sanctioned by the school.^[1]

AUTHORITY

The Board prohibits all forms of bullying **and cyberbullying** by district students **and requires that this policy be accessible in every classroom. The policy shall be posted in a prominent location within each school building and on the district website.**^[1]

The Board encourages students who believe they or others have been bullied to promptly report such incidents to the building principal or designee.

~~Students are encouraged to use the District's report form, available from the building principal, or to put the complaint in writing; however, oral complaints shall be accepted and documented. The person accepting the complaint shall handle the report objectively, neutrally and professionally, setting aside personal biases that might favor or disfavor the student filing the complaint or those accused of a violation of this policy.~~

~~The Board directs that verbal and written complaints of bullying shall be investigated promptly, and appropriate corrective or preventative action be taken when allegations are substantiated. The Board directs that any complaint of bullying brought pursuant to this policy shall also be reviewed for conduct which may not be proven to be bullying under this policy but merits review and possible action under other Board policies.~~

The Board directs that complaints of bullying **and cyberbullying** be investigated promptly, and appropriate corrective or preventative action be taken when allegations are substantiated. The Board directs that any complaint of bullying **or cyberbullying** brought pursuant to this policy **to** also be reviewed for conduct which may not be proven to be bullying **or cyberbullying** under this policy but merits review and possible action under other Board policies.^[1]

~~When a student's behavior indicates a threat to the safety of the student, other students, school employees, school facilities, the community or others, District staff shall report the student to the threat assessment team, in accordance with applicable law and Board policy.~~^{[2] [3]}

Discrimination/Harassment

~~Every report of alleged bullying that can be interpreted at the outset to fall within the provisions of policies addressing potential violations of laws against discrimination or harassment shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of a bullying investigation, potential issues of discrimination or harassment are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination or harassment as well as the incidents of alleged bullying.~~^{[4] [5]}

Confidentiality

Confidentiality of all parties, witnesses, the allegations, the filing of a complaint and the investigation shall be handled in accordance with applicable law, regulations, this policy and the district's legal and investigative obligations.

Retaliation

Reprisal or retaliation relating to reports of bullying **or cyberbullying** or participation in an investigation of allegations of bullying **or cyberbullying** is prohibited and shall be subject to disciplinary action.

DELEGATION OF RESPONSIBILITY

Each student shall be responsible to respect the rights of others and to ensure an atmosphere free from bullying **and cyberbullying**.

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

The Superintendent or designee shall ensure that this policy and administrative regulations are reviewed annually with students.^[1]

The Superintendent or designee, in cooperation with other appropriate administrators, shall review this policy every three (3) years and recommend necessary revisions to the Board.^[1]

District administration shall annually provide the following information with the school safety and security incident report:^[1]^[2]

1. Board's Bullying ~~Policy~~/Cyberbullying Policy.
2. Report of bullying and cyberbullying incidents.
3. Information on the development and implementation of any bullying and cyberbullying prevention, intervention or education programs.

GUIDELINES

Reports of bullying or cyberbullying may be made orally or in writing and may be anonymous, except where made by district staff. Students are encouraged to use the district's reporting form attached to this policy, or to submit a written complaint; however, oral complaints will be accepted, documented and investigated.

Any individual receiving a complaint shall handle the report objectively, neutrally and professionally, setting aside personal biases that might favor or disfavor any person involved.

District staff who observe bullying/cyberbullying or receive a report of bullying/cyberbullying shall not conduct an independent investigation but shall take appropriate action to protect the safety of involved students and promptly provide a summary of the observed or reported conduct to the building principal or designee.

For purposes of this policy, a reporter is an individual, other than district staff, who reports alleged bullying/cyberbullying directed at one or more students. A complainant is the alleged victim or target of the conduct. In some circumstances, the same individual may serve as both reporter and complainant.

The building principal or designee shall encourage the complainant or reporter to complete the district's designated report form. If, due to age, disability or other incapacity, the complainant or reporter is unable to complete the form, the building principal or designee shall document the report and complete the form on the individual's behalf. If the report is made by someone other than the complainant, the complainant shall be notified promptly, informed of the report, and encouraged to complete the district reporting form.

As soon as practicable after the receipt of a report of bullying or cyberbullying, the district shall notify the parent(s)/guardian(s) of any student involved in the incident.

If the complainant, district staff, or other professionals with knowledge of the complainant's health and well-being indicate that notifying a parent/guardian could place the complainant or another person at risk of abuse, neglect or other imminent harm, the building principal, in consultation with the Superintendent and legal counsel, and as appropriate, law enforcement, child welfare authorities and other qualified professionals, may determine whether parental notification should be delayed as permitted by law. The basis for the delay must be documented, and parent/guardian notification shall occur as soon as legally and safely practicable.^[3]^[4]

Every report of bullying/cyberbullying shall be reviewed and investigated promptly and sufficiently to address the alleged misconduct, even if the report is anonymous or the complainant requests that no action be taken.

Threat Assessment

When a student's behavior indicates a threat to the safety of the student, other students, school employees, school facilities, the community, or others, district staff shall make a referral to the district's threat assessment team in accordance with applicable law and Board policy.^[5]^[6]

Discrimination/Harassment

If, at the time of the report or at any time during the investigation of the alleged bullying/cyberbullying, there is reason to believe that the conduct may fall within the provisions of the district's discrimination/harassment policies, the Title IX Coordinator must be promptly notified. Upon notification, the Title IX Coordinator will immediately initiate steps to comply with appropriate policies and procedures. The investigation will be handled as a joint and concurrent investigation to address all applicable allegations and legal requirements.^[7]^[8]

Investigation Procedures

After determining that the matter does not require handling under Policy 103, the building principal shall determine whether the investigation may be conducted by the principal or designee or whether the matter must be referred to the Superintendent or another appropriate administrator.

If law enforcement has been notified, a law enforcement report has been filed, or substantiated allegations could result in expulsion, the building principal shall consult with the Superintendent or appropriate administrator, who may seek advice from legal counsel.

Investigations shall be timely, impartial, thorough and comprehensive. The investigation may include:

1. Interviewing the complainant.
2. Interviewing the individual(s) accused of the conduct.
3. Interviewing witnesses.
4. Reviewing physical, electronic or documentary evidence.
5. Reviewing any other relevant information provided during the investigation.
6. Conducting any additional inquiry reasonably necessary to determine the facts and address proven misconduct.

Investigative Findings

The investigator shall prepare findings that summarize the investigation, determine whether the allegations have been substantiated, identify any violation of Board policy or applicable law, and recommend appropriate corrective action.

As soon as practicable after determining that an incident of bullying or cyberbullying has occurred, the district shall notify the parent(s)/guardian(s) of any student involved in the incident of the determination of the investigation.

The complainant/reporter and the accused shall be informed of the outcome of the investigation within a reasonable period of time, consistent with the Family Educational Rights and Privacy Act (FERPA) and other applicable laws. The accused shall not be informed of any individual remedies provided to the complainant.^[9]

District Response and Corrective Action

If an investigation results in a finding that bullying or cyberbullying or other misconduct occurred, the district shall take prompt and appropriate corrective action designed to stop the conduct, prevent its recurrence, protect affected students, eliminate any hostile or disruptive environment, and prevent retaliation.^[1]

The district shall document corrective actions taken and, when permitted by law, inform the complainant or reporter of responsive measures. District administrators shall monitor the effectiveness of corrective actions and take additional measures when necessary.^[1]

If an investigation reveals violations of other Board policies or circumstances requiring additional review, referral, discipline or intervention, the district shall address those matters through the appropriate disciplinary, administrative or support processes.

~~A student who violates this policy shall be subject to appropriate disciplinary action.~~ Any disciplinary action imposed shall be consistent with the Code of Student Conduct, Board policies and administrative regulations, applicable collective bargaining agreements, and state and federal law, and may include:

^[1]^[2]^[13]

1. Counseling within the school.
2. Parental conference.
3. Loss of school privileges.
4. Transfer to another school building, classroom or school bus.
5. Exclusion from school-sponsored activities.
6. Detention.
7. Suspension.
8. Expulsion.
9. Counseling/Therapy outside of school
10. Referral to law enforcement officials.

The Code of Student Conduct, which shall contain this policy, shall be disseminated annually to students.^[1]^[2]^[10]

Education

The district may develop, implement and evaluate bullying prevention and intervention programs and activities. Programs and activities shall provide district staff and students with appropriate training for effectively responding to, intervening in and reporting incidents of bullying.^[1]^[11]^[12]

School Safety and Security Incidents Report

Annually, by July 31, the Superintendent shall report on the designated form, to the PA Department of Education, all new incidents as required by state law. The report must include the total number of bullying and cyberbullying incidents that occurred during the school year, including the number of cyberbullying incidents suspected to involve artificial intelligence-generated or modified media.^[2]^[14]

Legal Footnotes

[1] 24 P.S. 1303.1-A LEGAL REFERENCE	[2] Pol. 805.1 — Relations With Law Enforcement Agencies POLICY REFERENCE
[3] 23 Pa. C.S.A. 6301 LEGAL REFERENCE	[4] Pol. 806 — Child Abuse POLICY REFERENCE
[5] 24 P.S. 1302-E LEGAL REFERENCE	[6] Pol. 236.1 — Threat Assessment POLICY REFERENCE
[7] Pol. 1 — Discrimination/Title IX Sexual Harassment Affecting Students POLICY REFERENCE	[8] Pol. 103 — Nondiscrimination - Qualified Students With Disabilities POLICY REFERENCE
[9] Pol. 216 — Student Records POLICY REFERENCE	[10] 22 PA Code 12.3 LEGAL REFERENCE
[11] 20 U.S.C. 7118 LEGAL REFERENCE	[12] 24 P.S. 1302-A LEGAL REFERENCE
[13] Pol. 236 — Student Assistance Program POLICY REFERENCE	[14] 24 P.S. 1319-B LEGAL REFERENCE

Legal References

No additional references listed.

New Hope-Solebury School District

ADMINISTRATIVE REGULATION

APPROVED:

REVISED:

704-AR-6. DRINKING WATER

The district has a duty to maintain facilities that provide a safe supply of drinking water.

To ensure that all school facilities are providing safe drinking water to students and staff, the district will implement the following measures:

1. Disinfect drinking water fountains and water outlets daily to reduce possible bacteria contamination.
2. Clean drinking water fountains daily to remove lime and calcium build-up.
3. Clean sediment and debris out of all outlet screens or aerators on a regular basis.
4. Clean water faucets and hot water tanks to control bacteria growth levels.
5. Evaluate school facilities for the presence of cross-connections between the drinking water system and other liquids or substances for actual or potential cross-contamination.

Lead Testing

The Superintendent or designee will determine the necessity for annual lead testing in the drinking water of school facilities where children attend school.

If the district does not test drinking water for lead, the Superintendent or designee will discuss lead issues in school facilities at a public meeting, as required by law.

When lead testing is conducted and water samples show lead levels in excess of **0.005 milligrams per liter**, the district will immediately:

1. Ensure that no child or adult is exposed to drinking water contaminated with lead.
2. Make alternative sources of drinking water available.
3. Take corrective actions, as necessary.

The Superintendent or designee will report elevated lead levels to the PA Department of Education.

The district will ensure that training is provided to school staff to:

1. Raise awareness of the potential occurrences, causes and health effects of lead in drinking water.
2. Assist school staff in identifying potential areas where elevated lead levels may occur.
3. Establish a testing plan to identify and prioritize testing sites.

The district will communicate information to students, parents/guardians, staff and the community about the programs in place for monitoring lead levels, the results of testing for lead in the drinking water, and remediation action being taken by the district.

NOTE: School district facilities that receive their drinking water from their own water source and not from a municipal water system operate as a public water system (PWS) and are required to comply with the federal Safe Drinking Water Act. A **public water system (PWS)** is a school facility that provides water for consumption using their own water source (e.g., a well) to twenty-five (25) or more individuals more than sixty (60) days per year or a system that has fifteen (15) or more service connections. Please see “Drinking Water and Best Management Practices for Schools and Child Care Facilities With Their Own Drinking Water Source,” US Environmental Protection Agency, for further information –

<https://nepis.epa.gov/Exe/ZyPDF.cgi?Dockey=P100GOT8.txt>

Resources:

Drinking Water and Best Management Practices for Schools and Child Care Facilities Served by Municipal Water Systems, US Environmental Protection Agency -

<https://nepis.epa.gov/Exe/ZyPDF.cgi?Dockey=P100HGM8.txt>

Lead Information for Schools and Daycares, PA Department of Environmental Protection -

<http://www.dep.pa.gov/Citizens/My-Water/PublicDrinkingWater/Pages/Lead-and-Drinking-Water.aspx>

3Ts Toolkit for Reducing Lead in Drinking Water in Schools, US Environmental Protection Agency - <https://www.epa.gov/ground-water-and-drinking-water/3ts-reducing-lead-drinking-water-toolkit>

NEW HOPE- SOLEBURY SCHOOL DISTRICT

ADMINISTRATIVE REGULATION

APPROVED:

REVISED:

805.1-AR-1. INCIDENT REPORT- DISCRETIONARY NOTIFICATION

The Superintendent or designee, including the School Safety and Security Coordinator, building principals, administrators, school safety and security personnel or district employees in charge of school field trips, will use their discretion and may report specified incidents committed by students on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity to the law enforcement agency that has jurisdiction over the school's property or the property where the school-sponsored activity takes place, in accordance with state law and regulations and with the procedures set forth in the memorandum of understanding with law enforcement.

Incident - an instance involving an act of violence; the possession of a weapon by any person; the possession, use or sale of a controlled substance or drug paraphernalia as defined in the Pennsylvania Controlled Substance, Drug, Device and Cosmetic Act; the possession, use or sale of alcohol or tobacco products by any person on school property; or conduct that constitutes an offense listed in the school safety and security provisions of School Code. (24 P.S. Sec. 1319-B).

Incidents involving the following criminal offenses may be reported to the law enforcement agency:

1. The following offenses under 18 Pa. C.S., and any attempt, solicitation or conspiracy to commit any of these offenses:
 - a. Section 2701 (relating to simple assault).
 - b. Section 2705 (relating to recklessly endangering another person).
 - c. Section 2706 (relating to terroristic threats).
 - d. Section 2709 (relating to harassment).
 - e. Section 3127 (relating to indecent exposure).
 - f. **Section 3131 (relating to unlawful dissemination of intimate image).**
 - g. Section 3307 (relating to institutional vandalism) when the penalty is a misdemeanor of the second degree.
 - h. Section 3503(b)(1)(i), (ii), (iii) and (iv), (b.1) and (b.2) (relating to criminal trespass).

- i. Chapter 39 (relating to theft and related offenses).
- j. **Section 4101.1 (relating to digital forgery).**
- k. Section 5502 (relating to failure of disorderly persons to disperse upon official order).
- l. Section 5503 (relating to disorderly conduct).
- m. Section 6305 (relating to sale of tobacco products).
- n. Section 6306.1 (relating to use of tobacco products in schools prohibited).
- o. Section 6308 (relating to purchase, consumption, possession or transportation of liquor or malt or brewed beverages).

In determining whether to notify the law enforcement agency of an incident, the Superintendent or designee may consider the following factors:

1. The seriousness of the situation.
2. The school's ability to defuse or resolve the situation.
3. The student's intent.
4. The student's age.
5. Whether the student has a disability and, if so, the type of disability and its impact on the student's behavior.
6. Other factors believed to be relevant.

In making a determination of whether to notify the law enforcement agency of an incident listed above, and to the extent the district has the authority, the district may consider using available school-based diversion programs and available school-wide positive behavior supports to address the student's behavior.

In notifying the law enforcement agency of the incident, the Superintendent or designee will provide as much of the following information as is available at the time of the notification; however, the gathering of this information should not unnecessarily delay notification:

1. Whether the incident is in-progress or has concluded.
2. Nature of the incident.

3. Exact location of the incident.
4. Number of persons involved in the incident.
5. Names and ages of the individuals involved.
6. Weapons, if any, involved in the incident.
7. Whether the weapons, if any, have been secured and, if so, the custodian of the weapons.
8. Injuries, if any.
9. Whether emergency medical services or the fire department were notified.
10. Identity of the school contact person.
11. Identity of the witnesses, if any.
12. Whether the incident involves a student with a disability and, if so, the type of disability and its impact on the student's behavior.
13. Other such information as is known to the school district and believed to be relevant to the incident.

The Superintendent or designee will also notify the parent/guardian of any student directly involved in an incident as a victim or suspect immediately, as soon as practicable. The Superintendent or designee will inform the parent/guardian whether or not the law enforcement agency has been or may be notified of the incident. The Superintendent or designee will document attempts made to reach the parent/guardian.

Required Reporting

The Superintendent or designee will comply with all applicable reporting requirements, including mandated reporting in accordance with the Child Protective Services Law and submission of the annual school safety and security incident report to the PA Department of Education, in accordance with applicable law, regulations and Board policies.

New Hope-Solebury School District

ADMINISTRATIVE REGULATION

APPROVED:

REVISED:

805.1-AR-0. INCIDENT REPORT – IMMEDIATE NOTIFICATION

The Superintendent or designee, including the School Safety and Security Coordinator, building principals, administrators, school safety and security personnel or district employees in charge of school field trips, will immediately report, as required, incidents committed by students on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity to the law enforcement agency that has jurisdiction over the school's property or the property where the school-sponsored activity takes place, in accordance with state law and regulations and with the procedures set forth in the memorandum of understanding with law enforcement.

Incident - an instance involving an act of violence; the possession of a weapon by any person; the possession, use or sale of a controlled substance or drug paraphernalia as defined in the Pennsylvania Controlled Substance, Drug, Device and Cosmetic Act; the possession, use or sale of alcohol or tobacco products by any person on school property; or conduct that constitutes an offense listed in the school safety and security provisions of School Code. (24 P.S. Sec. 1319-B)

Incidents involving the following criminal offenses will require immediate notification to the law enforcement agency:

1. The following offenses under 18 Pa. C.S. (relating to crimes and offenses):
 - a. Section 908 (relating to prohibited offensive weapons).
 - b. Section 912 (relating to possession of weapon on school property).
 - c. Chapter 25 (relating to criminal homicide).
 - d. Section 2702 (relating to aggravated assault).
 - e. Section 2709.1 (relating to stalking).
 - f. Section 2901 (relating to kidnapping).
 - g. Section 2902 (relating to unlawful restraint).
 - h. Section 3121 (relating to rape).

- i. Section 3122.1 (relating to statutory sexual assault).
 - j. Section 3123 (relating to involuntary deviate sexual intercourse).
 - k. Section 3124.1 (relating to sexual assault).
 - l. Section 3124.2 (relating to institutional sexual assault).
 - m. Section 3125 (relating to aggravated indecent assault).
 - n. Section 3126 (relating to indecent assault).
 - o. Section 3301 (relating to arson and related offenses).
 - p. Section 3307 (relating to institutional vandalism) when the offense is a felony of the third degree.
 - q. Section 3502 (relating to burglary).
 - r. Section 3503(a) and (b)(1)(v) (relating to criminal trespass).
 - s. Section 5501 (relating to riot).
 - t. Section 6110.1 (relating to possession of firearm by minor).
 - u. **Section 6312 (relating to sexual abuse of children).**
- 2. The possession, use or sale of a controlled substance or drug paraphernalia as defined in The Controlled Substance, Drug, Device and Cosmetic Act.
 - 3. Attempts, solicitation or conspiracy to commit any of the offenses listed in 1 and 2 above.
 - 4. An offense for which registration is required under 42 Pa. C.S. Sec. 9799.55 (relating to registration).

Notification will be made to the law enforcement agency by the most expeditious means practicable, which may include a phone call.

In notifying the law enforcement agency of the incident, the Superintendent or designee will provide as much of the following information as is available at the time of the notification; however, the gathering of this information should not unnecessarily delay notification:

- 1. Whether the incident is in-progress or has concluded.
- 2. Nature of the incident.
- 3. Exact location of the incident.

4. Number of persons involved in the incident.
5. Names and ages of the individuals involved.
6. Weapons, if any, involved in the incident.
7. Whether the weapons, if any, have been secured and, if so, the custodian of the weapons.
8. Injuries, if any.
9. Whether emergency medical services or the fire department were notified.
10. Identity of the school contact person.
11. Identity of the witnesses, if any.
12. Whether the incident involves a student with a disability and, if so, the type of disability and its impact on the student's behavior.
13. Other such information as is known to the school district and believed to be relevant to the incident.

In responding to students who commit an incident listed above, the district may consider using available school-based diversion programs, including school-wide positive behavior supports, to address the student's behavior and will notify the law enforcement agency of the student's placement in the program.

The Superintendent or designee will also notify the parent/guardian of any student directly involved in an incident as a victim or suspect immediately, as soon as practicable. The Superintendent or designee will inform the parent/guardian whether or not the law enforcement agency has been or may be notified of the incident. The Superintendent or designee will document attempts made to reach the parent/guardian.

Required Reporting

The Superintendent or designee will comply with all applicable reporting requirements, including mandated reporting in accordance with the Child Protective Services Law and submission of the annual school safety and security incident report to the PA Department of Education, in accordance with applicable law, regulations and Board policies.



BOARD POLICY

903 Public Comment in Board Meetings

POLICY NUMBER	VERSION	DOCUMENT STATUS	PRINTED
903	v1.3	DRAFT	9/30/2026

Purpose

The Board recognizes the value to school governances of public comment input on educational issues of public and the importance of involving members of the designating time for public comment during open Board meetings. The Board also recognizes its responsibility for proper governance of the District and the need to conduct its business in an orderly and efficient manner the importance of diverse viewpoints and commentary.

As such, it shall be the policy of the District to encourage public comment pursuant to the following conditions:

This policy addresses the right for the public to comment at open Board meetings and the responsibility of the Board to conduct its business in an orderly and efficient manner. An authorized individual's public comment will be free from interruption, except when the individual's conduct is in violation of law or Board policy.^[1]

Authority

The Board shall establish guidelines to govern public participation in Board meetings necessary to conduct its meeting and to maintain order.^[1]

In order to permit fair and orderly expression of public comment, the Board shall provide an opportunity at each open meeting of the Board for residents and taxpayers to comment on matters of concern, official action or deliberation which are or may be before the Board, prior to official action by the Board.^{[2][3]}

If the Board determines there is not sufficient time at a meeting for public comments, the comment period may be deferred to the next regular meeting or to a special meeting occurring before the next regular meeting.^[2]

When an item is added to the agenda after the public comment period has ended, the Board shall offer a further public comment opportunity limited to the added item(s).^{[2][3]}

Delegation of Responsibility

The presiding officer at each open Board meeting shall follow Board policy for the conduct of open meetings. Where the presiding officer's ruling is disputed, it may be overruled by a majority of those school directors present and voting.^{[4] [5]}

Guidelines

~~Whenever issues identified by the participant are subject to remediation under policies and procedures of the Board, they shall be dealt with in accordance with those policies and procedures and the organizational structure of the District.~~

An opportunity for district residents and taxpayers, employees and students of the district to provide comment on matters of concern, official action or deliberation which are or may be before the Board, shall be provided as designated on the Board meeting agenda and in compliance with law, Board policy and district procedures.^{[1][2][3][4]} ^[5]

The Board requires that public participants be a resident or taxpayer of the District or fall into one of the following categories:

1. Anyone who has registered a legitimate interest in a contemplated action of the Board, such as a non-resident with a child enrolled in the District.
2. Anyone representing a group in the community or District.
3. Any District employee.
4. Any District student.
5. Anyone who fulfills the requirements of a non-resident/non-taxpayer as outlined in this policy.

The President ~~presiding officer~~ shall be responsible for setting the parameters for public comment and public participation as outlined in this policy ~~may expand the opportunity to provide public comment to others when deemed necessary to inform the Board.~~

~~The President, or presiding officer, shall be responsible for setting the parameters for public comment and public participation as outlined in this policy.~~^[4] ^[5]

~~The President or presiding officer may:~~

1. ~~Interrupt or terminate a participant's statement at any time when the statement is:~~
2. ~~More than three (3) minutes long;~~
3. ~~Personally directed and unrelated to School Board matters;~~
4. ~~Obscene, or~~
5. ~~Irrelevant.~~
6. ~~Request any individual to leave the meeting when the person does not observe reasonable decorum and interferes with the orderly conduct of the meeting.~~
7. ~~Request the assistance of law enforcement officers to remove a disorderly person when the person's conduct interferes with the orderly progress of the meeting.~~
8. ~~Call a recess or adjournment to another time when the lack of public decorum interferes with the orderly conduct of the meeting.~~

Public Comment on Non-Agenda Items

~~A period of public comment open to any topic will be provided at the end of each meeting.~~

1. ~~Individual public comment must begin with the participant identifying the participant by name.~~
2. ~~Each participant must identify their municipality of residence on the form provided at each meeting.~~

3. Each participant is restricted to a maximum of three (3) minutes for comment. However, that time limit can be extended at the discretion of the President, or whoever is presiding over the meeting, up to a maximum of five (5) minutes.
4. All statements shall be directed to the President or the presiding officer; no participant may address or question Board members individually.
5. The Board reserves the right to limit the time allocated for public comment on any non-agenda item and to limit the time for the total period of time for public comment on non-agenda items.

Copies of the agenda, which includes a listing of each matter of business that will be or may be the subject of deliberation or official action at the meeting, shall be made available to individuals in attendance at the meeting.^[3]

The board **requires** that public comment on agenda items be made at the beginning of each meeting.

If the Board determines there is not sufficient time at a meeting for public comments, the comment period may be deferred to the next regular meeting or to a special meeting occurring before the next regular meeting.^[4]

The Board shall provide a second public comment period, after the items for action or deliberation have been completed, to comment on items of concern or other matters involving non agenda items.

When items are added to the agenda after the public comment period has ended, the Board shall offer a further public comment opportunity limited to the added items.^{[4][6]}

The President or presiding officer may:

1. Interrupt or terminate a participant's statement at any time when the statement is:
 2. More than three (3) minutes long;
 3. Personally directed and unrelated to School Board matters;
 4. Obscene, or
 5. Irrelevant.
6. Request any individual to leave the meeting when the person does not observe reasonable decorum and interferes with the orderly conduct of the meeting.
7. Request the assistance of law enforcement officers to remove a disorderly person when the person's conduct interferes with the orderly progress of the meeting.
8. Call a recess or adjournment to another time when the lack of public decorum interferes with the orderly conduct of the meeting.

An individual's public comment may be interrupted or terminated only under limited circumstances, such as when the individual's commentary is in clear violation of law or Board policy, including but not limited to the following:

1. Sexual harassment, racial, ethnic, religious or nationality intimidation towards an individual or individuals in the school community: ^{[7] [8] [9]}
2. Disclosure of confidential personal information regarding students or staff.
3. Speech that traditionally has not been protected under the First Amendment, such as obscenity, defamation and speech integral to criminal conduct.

4. ~~Speech that is profane.~~
5. **Speech that constitutes true threats, including expression of an intent to commit an act of unlawful violence to a particular individual or group of individuals**
6. **Speech to incite inciting imminent lawless action**
7. **Speech that is considered, as a whole, to prominently appeal to prurient interests or is otherwise obscene.**
8. **Speech that does not concern matters that may come before the Board for deliberation or official action, for example, sales of commercial products or services.**
9. **An individual speaks for longer than 3 minutes.**

Guidelines

Sign-in and Request to Comment

All individuals ~~other than a resident or taxpayer, wishing to participate in a public~~ **comment during the Board meeting shall register their intent with the Board Secretary ten (10) calendar days in advance of the meeting and shall include** **sign in on the sheet provided at the meeting and provide the following information on the sign-in sheet:**

1. **Name of commenter.**
2. **Municipality of the commenter.**
3. ~~Topic to be addressed.~~
4. ~~Name of any Group on whose behalf comments will be made, of applicable, and or~~ **organization** affiliation, if applicable, **including acknowledgement that the individual has been requested to and is authorized to speak on behalf of the organization and identification of the organization's connection to the district.**
5. ~~Copies of any handouts or other literature that will be disseminated~~

Prior to public comment during the meeting, the presiding officer shall make a statement providing direction and establishing expectations for the period of public comment.

Public Comment

Public Comment on Agenda Items

~~A period of public comment restricted to items being voted on the agenda will be provided in each meeting before the Board's action on those items.~~

1. ~~Individual public comment must begin with the participant identifying the participant by name.~~
2. ~~Each participant must identify their municipality of residence on the form provided at each meeting.~~
3. ~~Each participant is restricted to a maximum of three (3) minutes per agenda item for comment. However, that time limit may be extended at the discretion of the President, or whoever is presiding over the meeting.~~
4. ~~In the event the public comment period is limited to one (1) period for all agenda items, each participant is restricted to a maximum of three (3) minutes.~~
5. ~~All statements shall be directed to the President or presiding officer; no participant may address or question Board members directly.~~

6. The Board reserves the right to limit the time allocated for public comment on any agenda item and to limit the time for the total period of time for public comment on agenda items.

~~Procedures required of non-residents and taxpayers wishing to participate:~~

1. ~~Non-Resident/Non-Taxpayer participants must be recognized by the President or presiding officer and must preface their comments with the participant identifying the participant by name and the name of the group the participant is speaking for, if applicable.~~
2. ~~Each non-resident/non-taxpayer participant must identify their municipality as well as the municipality of any group the participant is speaking for on the sign-in sheet.~~
3. ~~Each non-resident/non-taxpayer participant is restricted to a maximum of three (3) minutes for comment. However, that time limit can be extended at the will of the President, or whoever is presiding over the meeting, up to a maximum of five (5) minutes.~~
4. ~~All statements shall be directed to the President or presiding officer; no participant may address or question Board members individually.~~
5. ~~The Board reserves the right to limit the time allocated for public comment on any non-agenda items and to limit time for the total period of time for non-resident/non-taxpayer comment.~~

~~Whenever issues identified by any participant during public comment are subject to remediation under any policy or procedure of the Board, those issues shall be taken under advisement by the Policy Committee and addressed in accordance with those policies and procedures, as seen fit by the Policy Committee.~~

- **Individuals shall wait to** be recognized by the presiding officer **before commenting, must direct all comments to the Board,** and must preface their comments by an announcement of their name, and group affiliation, if applicable.
- Each statement made by a participant shall be limited to **three (3)** minutes.
- **No individual** may speak more than once on the same topic.
- unless all others who wish to speak on that topic have been heard **and there is time remaining in the public comment period.** All statements shall be directed to the presiding officer; no participant may address or question school directors individually.

The president or presiding officer and **the district solicitor have the authority to:**

1. ~~Interrupt or terminate a participant's statement at any time when the statement is:~~
2. ~~More than three (3) minutes long;~~
3. ~~Personally directed and unrelated to School Board matters;~~
4. ~~Obscene, or~~
5. ~~Irrelevant.~~
6. ~~Request any individual to leave the meeting when the person does not observe reasonable decorum and interferes with the orderly conduct of the meeting.~~
7. ~~Request the assistance of law enforcement officers to remove a disorderly person when the person's conduct interferes with the orderly progress of the meeting.~~
8. ~~Call a recess or adjournment to another time when the lack of public decorum interferes with the orderly conduct of the meeting.~~
9. Interrupt **an individual to warn the commenter that the statement is** more than three (3) minutes long **or conduct is otherwise in violation of this policy.**

10. After warning, terminate the individual's opportunity to comment when the conduct continues and is in violation of this policy.
11. Call a recess or adjourn to another time when an individual's conduct is otherwise in violation of this policy.
12. Request an individual to leave the meeting when that person's conduct is disrupting the operation of the meeting.[\[10\]](#)[\[11\]](#)
13. If the individual refuses to leave the meeting, request the assistance of school security personnel or law enforcement to remove the disorderly person to enable the Board to proceed with the orderly operation of the meeting.[\[12\]](#) [\[13\]](#)
14. Waive the Board's rules regarding public comment with the approval of a majority of those present and voting.

Where the President or presiding officer's ruling regarding public comment is disputed, it may be overruled by a majority of those school directors present and voting.

Response to Public Comment

The purpose of public comment at Board meetings is to allow the Board to learn the thoughts of the public prior to Board deliberation and official action. Although the public comment period of the meeting is not a question and answer session between the public and the Board, the Board may direct staff to follow up and address public inquiries in a reasonably prompt manner.

Whenever public comments are subject to the Board policy regarding public complaints, the individual shall be directed to the Superintendent. [\[14\]](#)

District recordings shall not be the official record of an open Board meeting, but may be available for public access, upon request, in accordance with the law, relevant court decisions and Board policy. Recordings of Board meetings, including the public comment portions of the meeting, shall be retained and disposed of in accordance with the district's records retention schedule. [\[5\]](#) [\[15\]](#) [\[16\]](#) [\[17\]](#) [\[18\]](#)

Public Comment Recorded in Board Minutes

The following information regarding public comment is required to appear in the official minutes of each open Board meeting: [\[5\]](#) [\[19\]](#)

1. The names of all citizens who appeared before the Board.
2. The subject of their testimony.

Board Committees

Public comment at committee meetings will be conducted in accordance with this policy. Each participant is restricted to a maximum of three (3) minutes for comment on agenda items. . However, that time limit may be extended at the discretion of the President, or whoever is presiding over the meeting. **At committee meetings designated as special meetings because a quorum of the Board may be in**

attendance, public comment shall be restricted to a maximum of three (3) minutes for comment on agenda items. However, that time limit may be extended at the discretion of the President, or whoever is presiding over the meeting.

Recording Devices and Cameras

Electronic recording devices and cameras, in addition to those used as official recording devices shall be permitted at open meetings, ~~unless they interfere with the meeting.~~ [6] The Board is authorized to establish reasonable rules for the use of recording devices and cameras during

Board meetings. [1][21]

~~Placards or banners shall not block or otherwise interfere with another community member's view of or participation in the meeting. Any placard or banner can be removed from the meeting, at the discretion of the President or presiding officer, if said placard or banner interferes with the orderly conduct of the meeting.~~

The meeting agenda and all pertinent documents shall be distributed to the press and public at, or before, the meetings and will be posted on the District website. [7]

Legal Footnotes

[2] 65 Pa. C.S.A. 710
LEGAL REFERENCE

[3] 24 P.S. 407
LEGAL REFERENCE

[4] 65 Pa. C.S.A. 709
LEGAL REFERENCE

[5] 65 Pa. C.S.A. 710.1
LEGAL REFERENCE

[7] 65 Pa. C.S.A. 712.1
LEGAL REFERENCE

[8] 18 Pa. C.S.A. 5101
LEGAL REFERENCE

[9] 18 Pa. C.S.A. 5508
LEGAL REFERENCE

[10] 18 Pa. C.S.A. 3503
LEGAL REFERENCE

[11] Pol. 805.2
POLICY REFERENCE
Referenced policy is not available in this policy book.

[12] Pol. 906
POLICY REFERENCE
Referenced policy is not available in this policy book.

[13] Pol. 113.4
POLICY REFERENCE
Referenced policy is not available in this policy book.

[14] Pol. 216
POLICY REFERENCE
Referenced policy is not available in this policy book.

[15] Pol. 800
POLICY REFERENCE
Referenced policy is not available in this policy book.

[16] Pol. 801
POLICY REFERENCE
Referenced policy is not available in this policy book.

[17] 65 Pa. C.S.A. 706
LEGAL REFERENCE

[18] Alekseev v. City Council of Philadelphia, 8 A.3d 311 (Pa. 2010)
LEGAL REFERENCE



BOARD POLICY

006-DRAFT-2 Meetings

POLICY NUMBER	VERSION	DOCUMENT STATUS	PRINTED
006-DRAFT-2	v1.3	DRAFT	9/2/2026

Parliamentary Authority

All Board meetings shall be conducted in an orderly and business-like manner. Robert's Rules of Order (RROO) shall govern the Board in its deliberations in all cases in which RROO are not inconsistent with ~~statue~~ law, state regulations ~~of the state~~ or Board procedures.^{[1][2]}

Quorum

A quorum shall be five (5) school Directors present at a meeting, including remote attendees attending pursuant to Board Policy 006.1. No business shall be transacted at a meeting without a quorum, but the school directors present at such a meeting may adjourn to another time.^[3] ~~[4]~~

Presiding Officer

The President shall preside at all Board meetings. In the absence, disability or disqualification of the President, the Vice-President shall act instead. If neither person is present, a school director shall be elected President pro tempore by a ~~pluarity~~ **majority** of those present and voting to preside at that meeting only. Where no such majority is achieved on the first vote, a second vote shall be cast for the two (2) candidates who received the greatest number of votes. ~~[8. [4][5][6][7] The plurality of those Directors present and voting shall continue to deliberate and vote on those two (2) candidates until a majority is achieved. The election of a President Pro Tempore in accordance with this section shall be recorded in the minutes for such meeting.~~

Meeting Notifications

Notice of all open **public** Board meetings, **including committee meetings and work sessions**, shall be given by publication of the date, place, and time of such meetings in the newspaper(s) of general circulation designated by the Board and posting of such notice at the administrative offices ~~and the posting of such notice at the administrative offices of the Board.~~ **and by any additional means the Board deems appropriate.**^{[10][8][9]}

1. Notice of regular meetings shall be given by publication and posting of a schedule showing the date, place and time of all regular meetings for the fiscal year at least three (3) days prior to the time of the first regular meeting.[\[8\]](#)[\[9\]](#)
2. Notice of all special meetings shall be given by publication and posting of notice at least twenty-four (24) hours prior to the time of the meeting, except that such notice shall be waived when a special meeting is called to deal with an actual emergency involving a clear and present danger to life or property.[\[8\]](#)[\[9\]](#)~~[\[10\]](#)~~
3. Notice of all rescheduled meetings shall be given by publication and posting of notice at least twenty-four (24) hours prior to the time of the meeting.[\[8\]](#)[\[9\]](#)~~[\[10\]](#)~~
4. Notice of all recessed or reconvened meetings shall be given by posting a notice of the place, date and time of the **recessed or reconvened** meeting and sending copies of such notice to interested parties.[\[8\]](#)[\[9\]](#)
5. Notice of all open meetings shall be given to any newspaper(s) **or general circulation circulating** in Bucks County and any radio or television station which so requests. Notice of all open meetings shall be given to any individual who so requests and provides a stamped, addressed envelope for such notification.[\[9\]](#)~~[\[10\]](#)~~

Notice of all rescheduled meetings and special meetings shall be given to each school director no later than twenty-four (24) hours prior to the time of the meeting.[\[9\]](#)[\[10\]](#)~~[\[11\]](#)~~

Agenda Notifications

The agenda, together with all relevant reports, shall be provided to each school director at least three (3) days before the meeting.

If the agenda includes an item of business related to removal of an officer of the Board, the agenda shall be provided to each school director at least seven (7) days before the meeting.

The district shall publicly post the agenda for all open meetings of the Board or Board committees **at which deliberation or official action may take place** no later than twenty-four (24) hours prior to the time of the meeting, ~~in the manner set forth below as follows:~~[\[9\]](#)

1. On the district's website.
2. At the location of the meeting.
3. At the district's administrative office.

The posted agenda shall list each matter of agency business that will or may be the subject of deliberation or official action at the meeting.[\[9\]](#)

Agenda Preparation

It shall be the responsibility of the Superintendent, or the Superintendent's designee, in cooperation with the Board Secretary and Board President, to prepare an agenda of the items of business anticipated to come before the Board at each open meeting.

Order of Business

The order of business for regular meetings and special meetings called for general purposes shall be as follows, unless altered by the President or a majority of those present and voting:

Meeting Opening
Approval of Agenda
Acceptance of Minutes
Reports to the Board of Directors
Public Comment on Agenda Items Only
New Business/Curriculum
New Business/Special Education
New Business/Facilities
New Business/Finance
New Business/Policy
Public Comment on Non-Agenda Items Only
Adjournment

The order of business for other special meetings shall be determined according to the stated purpose of the special meeting.

Additions to the Agenda

The Board may deliberate or take official action on matters not included in a posted agenda only under the following circumstances:[\[11\]](#)

Emergencies – The matter of business relates to a real or potential emergency involving a clear and present danger to life or property.[\[8\]](#)[\[11\]](#)

Business Arising Within Twenty-Four (24) Hours Prior to the Meeting – The matter of business has arisen within twenty-four (24) hours prior to the meeting, is de minimis (minor) in nature, and does not involve the expenditure of funds or entering into a contract or agreement.[\[11\]](#)

Business Raised by Residents or Taxpayers During the Meeting – When a matter of Board business is raised by a resident or taxpayer during a meeting:[\[11\]](#)[\[12\]](#)

1. The Board may take official action to refer the matter to staff, if applicable, to conduct research and include on a future Board meeting agenda; or
2. If the matter is de minimis (minor) in nature and does not involve the expenditure of funds or entering into a contract or agreement, the Board may take official action on the matter.

Majority Vote – During a meeting, the Board may add a matter of business to the posted agenda by a majority vote of the school directors present and voting. The reason for adding an item to the posted agenda must be announced at the meeting before conducting the vote. Once announced and approved by majority vote, the Board may take official action on the item of business. The agenda shall be amended to reflect the new item of business and the amended agenda shall be posted to the district’s website and at the administrative office no later than the first business day following the meeting at which the agenda was amended. The unanimous consent procedure may not be used in place of majority vote for this purpose.[\[11\]](#)

The public posting of agenda requirements and rules for adding items to a posted agenda apply to both regular and special open meetings of the Board. These requirements and rules do not apply to:[\[9\]](#)[\[11\]](#)[\[13\]](#)

1. Conference sessions.
2. Executive sessions.

Regular Meetings

Regular Board meetings shall be open and shall be held at specified places at least once every two (2) months ~~during the new school term.~~[\[2\]](#)[\[14\]](#)

Special Meetings

Special meetings may be called for special or general purposes and shall be ~~public~~ open except when conducted as an executive session for purposes authorized by law.[\[2\]](#)[\[5\]](#)[\[10\]](#)[\[15\]](#)

The President may call a special meeting at any time and shall call a special meeting upon presentation of the written requests of three (3) ~~or more~~ school directors. Upon the President's failure or refusal to call a special meeting, such meeting may be called at any time by a majority of the school directors.[\[5\]](#)

No business shall be transacted at any special meeting except that named in the call sent to school directors for such special meeting. [\[10\]](#) At committee meetings designated as special meetings because a quorum of the Board may be in attendance, public comment shall be restricted to a maximum of three (3) minutes for comment on agenda items. However, that time limit may be extended at the discretion of the President, or whoever is presiding over the meeting.

Public Participation

At each open Board meeting, prior to official action by the Board, an opportunity shall be provided for public comment in accordance with law and Board procedures and policy. [\[2\]](#) ^[12]

Voting

All motions shall require for adoption a majority vote of those school directors present and voting, except as provided by statute or Board procedures.

All votes on motions and resolutions shall be by voice vote unless an oral roll call vote is requested by the President or another school director.

~~Special Voting Requirements~~ *Special Voting Requirements: the minutes must reflect how each school director voted.*

1. Actions requiring the unanimous affirmative vote of all members of the Board remaining in office:
 - a. Appoint as Board Secretary a former school director who has resigned, before the expiration of the term for which the member was elected. *[\[16\]](#)[\[17\]](#)
 - b. Appoint as solicitor a former school director who has resigned, before the expiration of the term for which the director was elected. *[\[16\]](#)[\[17\]](#)

2. Actions requiring the affirmative votes of two-thirds of the full membership of the Board:

- a. Transferring, during the first three (3) months of the fiscal year, budgeted funds set apart or appropriated to a particular item of expenditure.*[\[17\]](#)[\[18\]](#)[\[19\]](#)
- b. Adding or increasing appropriations to meet an emergency or catastrophe.*[\[17\]](#)[\[19\]](#)
- c. Hiring as a teacher a former school director who has resigned, before the expiration of the term for which the director was elected.*[\[16\]](#)[\[17\]](#)
- d. Conveying land or buildings to certain charities or other public agencies without following prescribed valuation procedures or with more favorable financing.*[\[17\]](#)[\[20\]](#)
- e. **Fixing the fiscal year to begin on the first day of January. (2nd class school districts only)** [\[21\]](#)
- f. **Incurring temporary debt (non-emergency)**.*[\[17\]](#)[\[19\]](#)[\[22\]](#)
- g. Dismissing a tenured professional employee after a hearing.*[\[17\]](#)[\[23\]](#)
- h. Borrowing in anticipation of current revenue.*[\[17\]](#)[\[24\]](#)
- i. **Adopting or changing textbooks without the recommendation of the Superintendent.***[\[17\]](#)[\[25\]](#)

3. Actions requiring the affirmative votes of ~~two-thirds of those voting in the presence of a quorum~~ a majority of the full membership of the Board:
- a. Fixing the length of the school term.*[\[18\]](#).*[\[17\]](#)
 - b. ~~Adopting or changing textbooks without the recommendation of the Superintendent.~~ Adopting textbooks recommended by the Superintendent.*[\[17\]](#)[\[26\]](#)
 - c. Appointing the district Superintendent and Assistant Superintendent(s).*[\[17\]](#)[\[27\]](#)[\[28\]](#)
 - d. Appointing teachers and principals.*[\[17\]](#)
 - e. Adopting the annual budget.*[\[17\]](#)[\[29\]](#)
 - f. Appointing tax collectors and other appointees.*[\[17\]](#)[\[30\]](#)[\[31\]](#)
 - g. Levying and assessing taxes.*[\[17\]](#)[\[32\]](#)
 - h. Purchasing, selling, or condemning land.*[\[17\]](#)
 - i. Locating new buildings or changing the location of old ones.*[\[17\]](#)
 - j. Creating or increasing any indebtedness.*[\[17\]](#)
 - k. Adopting planned instruction.[\[17\]](#)[\[33\]](#)
 - l. Establishing additional schools or departments.*[\[17\]](#)
 - m. Designating depositories for school funds.*[\[17\]](#)[\[34\]](#)[\[35\]](#)
 - n. Authorizing the transfer of any unencumbered balance, or portion thereof, from one appropriation to another, or from one spending agency to another during the last nine (9) months of the fiscal year.*[\[17\]](#)[\[19\]](#)
 - o. Entering into contracts of any kind, including contracts for the purchase of fuel or any supplies where the amount involved exceeds \$100 (including items subject to bid requirements).*[\[17\]](#)[\[36\]](#)
 - p. Fixing salaries or compensation of officers, teachers, or other appointees of the Board.*[\[17\]](#)

- q. Entering into contracts with and making appropriations to the intermediate unit for the district's proportionate share of the cost of services provided or to be provided by the intermediate unit.*[\[17\]](#)
- r. Dismissing, after a hearing, a Superintendent, Assistant Superintendent or non-tenured teacher.*[\[17\]](#)[\[37\]](#)[\[38\]](#)
- s. Determining the location and amount of any real estate required by the school district for school purposes.*[\[17\]](#)[\[39\]](#)
- t. Vacating and abandoning property to which the Board has title.*[\[17\]](#)[\[40\]](#)
- u. Appointing a school director to fill a vacancy on the Board.*[\[17\]](#)[\[41\]](#)
- v. Calling a special meeting when the President has failed to do so after written request of three (3) members of the Board.[\[5\]](#)
- w. Declaring that a vacancy exists on the Board by reason of the failure or neglect of a school director to qualify.[\[42\]](#)
- x. Adopting, amending or repealing Board procedures and policy.[\[43\]](#)
- y. ~~Combining or reorganizing into a larger School District.~~[\[44\]](#) **Approving or denying a charter school application.*[\[44\]](#)**
- z. ~~Adopting a corporate seal for the District.~~ **Approving or denying a multiple charter school organization application.*[\[45\]](#)**
- aa. **Establishing joint schools or departments.*[\[46\]](#)**
- ab.
- 4. ~~Actions requiring the affirmative votes of a majority of the full membership of the Board~~

Abstention from Voting

A school director shall be required to abstain from voting when the issue involves either one of the following:

1. Conflict of interest under the Ethics Act.[\[47\]](#)[\[48\]](#)[\[49\]](#)

Prior to the vote being taken, the school director shall verbally disclose the nature of the conflict in public, and shall also provide the Board Secretary with a written memorandum stating the nature of the conflict, which shall be attached to the Board minutes as a public record.

Conflict of interest - use by a public official of the authority of ~~the public official's~~ **their** office or any confidential information received through ~~holding~~ public office for the private pecuniary benefit of the public official, a member of ~~the public official's~~ **their** immediate family or a business with which the public official or a member of ~~the public official's~~ **their** immediate family is associated. The term does not include an action having a de minimis economic impact or which affects to the same degree a class consisting of the general public or a subclass consisting of an industry, occupation or other group which includes the public official, a member of ~~the public official's~~ **their** immediate family or a business with which the public official or a member of ~~the public official's~~ **their** immediate family is associated.[\[47\]](#)

De minimis economic impact – an economic consequence which has an insignificant effect.[\[47\]](#)

Immediate family – parent, spouse, child, brother or sister.[\[47\]](#)

Business with which associated – any business in which the person or a member of the person's immediate family is a director, officer, owner, employee or has a financial interest.[\[47\]](#)

2. Relative recommended for appointment to or dismissal from a teaching position.[\[23\]](#)[\[50\]](#)

Relative – father, mother, brother, sister, husband, wife, son, daughter, stepson, stepdaughter, grandchild, nephew, niece, first cousin, sister-in-law, brother-in-law, uncle, or aunt.

The Board is encouraged to seek the guidance of the district solicitor or the State Ethics Commission for questions related to conflict of interest.[\[48\]](#)[\[49\]](#)

Minutes

The Board shall cause to be made, and shall retain as a permanent record of the district, minutes of all open Board meetings. Said minutes shall be comprehensible and complete and shall show:[\[51\]](#)[\[52\]](#)

1. Date, place, and time of the meeting.
2. Names of school directors present.
3. Presiding officer.
4. Substance of all official actions.
5. Actions taken.
6. Recorded votes and a record by individual members of all roll call votes taken.[\[53\]](#)
7. Names of all residents who appeared officially and the subject of their testimony.
8. Any matter added to a posted agenda, including the substance of the matter, the announced reason and the recorded vote, where applicable.[\[9\]](#)[\[11\]](#)

The Board Secretary shall provide each school director with a copy of the minutes of the last meeting prior to the next regular meeting.[\[1\]](#)

The minutes of Board meetings shall be approved at the next succeeding meeting and signed by the Board Secretary.[\[54\]](#)

Notations and any tape or audiovisual recordings shall not be the official record of an open Board meeting but may be available for public access, upon request, in accordance with Board policy. Any notations and/or audiovisual recordings of a Board meeting shall be retained and disposed of in accordance with the district's records retention schedule.[\[1\]](#)[\[55\]](#)
[\[56\]](#)

Recess/Reconvene

The Board may at any time recess or reconvene to a reconvened meeting at a specified date and place, upon the majority vote of those present. The reconvened meeting shall immediately take up its business at the point in the agenda where the motion to recess was acted upon. Notice of the reconvened meeting shall be given as provided in Board policy.[\[8\]](#)
[\[9\]](#)[\[57\]](#)

Executive Session

The Board may hold an executive session, which is not an open meeting, before; during; at the conclusion of an open meeting; or at some other time. The presiding officer shall announce the reason for holding the executive session; the announcement can be made at the open meeting prior to or after the executive session.[\[13\]](#)[\[15\]](#)[\[58\]](#)

The Board may discuss the following matters in executive session:

1. Employment issues.
2. Labor relations.
3. Purchase or lease of real estate.
4. Consultation with an attorney or other professional advisor regarding potential litigation or identifiable complaints that may lead to litigation.
5. Matters that must be conducted in private to protect a lawful privilege or confidentiality.
6. School safety and security, of a nature that if conducted in public, would:[\[15\]](#)
 - a. Be reasonably likely to impair the effectiveness of school safety measures.
 - b. Create a reasonable likelihood of jeopardizing the safety or security of an individual or a school, including a building, public utility, resource, infrastructure, facility or information storage system.

Official actions based on discussions held in executive session shall be taken at an open meeting.

Work Sessions

The Board may meet as a Committee of the Whole in an open meeting to vote on or to discuss issues. Public notice of such meetings shall be made in accordance with ~~BOG-006,~~ **Notice Board procedures**.[\[2\]](#)[\[57\]](#)

A meeting of the Committee of the Whole, not regularly scheduled, may be called at any time by the President; the President shall call such a meeting when requested to do so by school directors. Public notice of the meeting shall be made in accordance with Board procedures.

The Board Secretary shall provide notice of a meeting of the Committee of the Whole in accordance with Board procedures.[\[8\]](#)[\[9\]](#)[\[57\]](#)

School Board Committee Meetings

~~School Board Committees are those that are established by the School Board through a majority vote.~~

~~Committees can be ad hoc or standing.~~

Standing committee meetings may be called at any time by the committee chairperson, with proper public notice, or when requested to do so by three (3) members of the committee.[\[8\]](#)[\[9\]](#)[\[57\]](#)

A majority of the total membership of a committee shall constitute a quorum.

Unless held as an executive session, standing committee meetings shall be open to the public, other school directors, and the Superintendent.[\[2\]](#)

A majority of the committee or the chairperson may invite Board employees, consultants or other persons who have special knowledge of an area under discussion.

Legal Footnotes

[1] 24 P.S. 407
LEGAL REFERENCE

[2] 65 Pa. C.S.A. 701
LEGAL REFERENCE

[3] 24 P.S. 422
LEGAL REFERENCE

[4] 24 P.S. 405
LEGAL REFERENCE

[5] 24 P.S. 426
LEGAL REFERENCE

[6] 24 P.S. 427
LEGAL REFERENCE

[7] 24 P.S. 428
LEGAL REFERENCE

[8] 65 Pa. C.S.A. 703
LEGAL REFERENCE

[9] 65 Pa. C.S.A. 709
LEGAL REFERENCE

[10] 24 P.S. 423
LEGAL REFERENCE

[11] 65 Pa. C.S.A. 712.1
LEGAL REFERENCE

[13] 65 Pa. C.S.A. 707
LEGAL REFERENCE

[14] 24 P.S. 421
LEGAL REFERENCE

[15] 24 P.S. 425
LEGAL REFERENCE

[16] 24 P.S. 324
LEGAL REFERENCE

[17] 24 P.S. 508
LEGAL REFERENCE

[18] 24 P.S. 609
LEGAL REFERENCE

[19] 24 P.S. 687
LEGAL REFERENCE

[20] 24 P.S. 707
LEGAL REFERENCE

[21] 24 P.S. 671
LEGAL REFERENCE

[22] 24 P.S. 634
LEGAL REFERENCE

[23] 24 P.S. 1129
LEGAL REFERENCE

[24] 24 P.S. 640
LEGAL REFERENCE

[25] 24 P.S. 803
LEGAL REFERENCE

[27] 24 P.S. 1071
LEGAL REFERENCE

[28] 24 P.S. 1076
LEGAL REFERENCE

[34] 24 P.S. 621
LEGAL REFERENCE

[37] 24 P.S. 1080
LEGAL REFERENCE

[38] 24 P.S. 514
LEGAL REFERENCE

[39] 24 P.S. 702
LEGAL REFERENCE

[40] 24 P.S. 708
LEGAL REFERENCE

[41] 24 P.S. 315
LEGAL REFERENCE

[44] 24 P.S. 224
LEGAL REFERENCE

[45] 24 P.S. 1729.1-A
LEGAL REFERENCE

[46] 24 P.S. 1701
LEGAL REFERENCE

[47] 65 Pa. C.S.A. 1102
LEGAL REFERENCE

[48] 65 Pa. C.S.A. 1103
LEGAL REFERENCE

[50] 24 P.S. 1111
LEGAL REFERENCE

[51] 24 P.S. 518
LEGAL REFERENCE

[52] 65 Pa. C.S.A. 706
LEGAL REFERENCE

[53] 65 Pa. C.S.A. 705
LEGAL REFERENCE

[54] 24 P.S. 433
LEGAL REFERENCE

[58] 65 Pa. C.S.A. 708
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Legal References

Additional References

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[17] [36]
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1949 Act 14
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1874 Act 0120
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1949 Act 14
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1949 Act 14
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1949 Act 14
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LEGAL REFERENCE

1949 Act 14
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BOARD POLICY

810-DRAFT-2 Transportation Draft

POLICY NUMBER	VERSION	DOCUMENT STATUS	PRINTED
810-DRAFT-2	v1.3	DRAFT	9/30/2026

Purpose

Transportation for students shall be provided in accordance with law and Board policy.

Definitions

School bus means a motor vehicle that is designed to carry eleven (11) passengers or more, including the driver, and is used for the transportation of preprimary, primary or secondary school students to or from public, private or parochial schools or events related to such schools or school-related activities.[\[1\]](#)

School vehicle means a motor vehicle, except a motorcycle, designed for carrying no more than ten (10) passengers, including the driver, and used for the transportation of preprimary, primary or secondary school students while registered by or under contract to the school district. The term includes vehicles having chartered, group and party rights under the Pennsylvania Public Utility Commission and used for the transportation of school children.[\[1\]](#)

Authority

The Board shall provide transportation for resident students in grades kindergarten through 12 to the district's public schools and charter, regional charter and nonpublic schools located in the district or within the district's transportation boundary or other placements as required by law or agreements. The district's transportation boundary is a distance not exceeding ten (10) miles by the nearest public highway outside the school district's border.[\[2\]](#) [\[3\]](#) [\[4\]](#)

The District shall purchase, lease, equip and maintain school buses/vehicles and/or contract for school bus/vehicle services for transportation of students to and from school at regularly scheduled hours and for field trips and extracurricular activities.[\[2\]](#) [\[3\]](#) [\[5\]](#) [\[6\]](#) [\[7\]](#) [\[8\]](#) [\[9\]](#) [\[10\]](#) [\[11\]](#)

The District shall provide transportation for students living within the prescribed limits when walking conditions to the school are found to be hazardous by the Department of Transportation.[\[3\]](#) [\[12\]](#)

The District shall provide transportation for students with disabilities, without regard to distance or hazardous walking conditions, when required by the student's individualized education program (IEP) or Section 504 Service Agreement.^{[13] [14] [15] [16] [17]}

The District shall provide **free** transportation for eligible resident students who are enrolled in nonpublic schools or charter schools as required by law. **Transportation provided to charter school students need not be identical to transportation provided to traditional public school students.**^{[2] [4] [18] [19]}

The District shall provide transportation for children in foster care in accordance with federal and state laws and regulations, and the local transportation plan.^{[20] [21]}

The District shall provide transportation for homeless children and youths in accordance with federal and state laws and regulations.^{[21] [22]}

A school bus driver shall not be employed until such driver has complied with the mandatory background check requirements for criminal history and child abuse and the District and/or the District's contractor has evaluated the results of that screening process.^{[10] [22] [23] [24] [25] [26]}

District bus drivers and/or the District's transportation contract carriers shall be responsible to inform the District in writing at the beginning of each school year whether or not they or any of their employees:^{[22] [25]}

1. Have been charged, subsequent to approval as a District bus driver, with a criminal offense that would bar their employment as bus drivers or contracted service providers.
2. Were charged with a crime deemed 'serious' under the criteria established by law.
3. Have been charged with or convicted of crimes that affect their suitability to have direct contact with children.

This responsibility is in addition to the requirement for clearances that must be presented to the District when an individual is initially hired by the District or the contract carriers.^{[10] [26]}

The District and contract carriers shall have procedures in place to ensure they are notified by their employees when the employees are charged with crimes or child abuse. The procedures shall also include the provision that the failure on the part of employees to make such a timely notification shall subject them to disciplinary action, including termination.^{[10] [22] [25] [27]}

If any bus driver has been charged as stated in this policy, the transportation contract carriers shall, in their written, yearly notification, include the name of the bus driver, nature of the offense, and the status of the disposition. The District will review this information to determine if the bus driver shall continue to transport District students.

The District prohibits any diesel-powered motor vehicle weighing 10,001 pounds or more to idle for more than five (5) minutes in any continuous sixty-minute period while parked, loading or unloading, except as allowed by law.^[23]

The District shall ensure that permanent signs, notifying drivers of the idling restrictions, are maintained on district property at locations where diesel-powered motor vehicles weighing 10,001 pounds or more load or unload. Signs shall also be posted at locations that provide fifteen (15) or more parking spaces for such diesel-powered motor vehicles.[\[24\]](#) [\[25\]](#)

Delegation of Responsibility

The school bus/vehicle driver shall be responsible to maintain order while students are being transported.

The school bus/vehicle driver shall report all incidents, including, but not limited to, discipline problems, medical problems, bullying/harassment, safety issues, accidents or injuries, and violations of Pennsylvania's School Bus Stopping Law to the Superintendent or designee as soon as practicable.

The building principal may suspend a student from bus transportation for disciplinary reasons, and the parents/guardians shall be responsible for the student's transportation.[\[7\]](#)

The Superintendent or designee shall be responsible to:

1. Maintain records and make required reports regarding school transportation.[\[5\]](#) [\[7\]](#)
2. Distribute rules governing student conduct during transport; such rules shall be binding on all students transported by the district.[\[7\]](#)
3. Provide each school bus/school vehicle driver with:
 - a. The Pennsylvania School Bus Driver's Manual;
 - b. The written rules for student conduct on buses/vehicles
 - c. The procedures for evacuation drills; and
 - d. Any additional laws and applicable Board policies and administrative regulations which apply to school bus/vehicle drivers.
4. Establish administrative regulations that specify the number of chaperones to accompany students in connection with school-related activities and field trips.[\[7\]](#) [\[26\]](#)
5. Prepare a district map or schedule indicating each bus stop and bus route.[\[7\]](#)

Guidelines

Student Health Information

When necessary for student safety, or when required by a student's IEP or Section 504 Service Agreement, a school bus/vehicle driver shall be provided with relevant student health and medical information. [\[16\]](#) [\[17\]](#) [\[27\]](#) [\[28\]](#) [\[29\]](#) [\[30\]](#)

School bus/vehicle drivers shall maintain the confidentiality of student health/medical information in accordance with district policies and procedures and applicable law. [\[31\]](#) [\[32\]](#)

Evacuation Drills

Bus evacuation drills shall be conducted twice a year and reported to the Pennsylvania Department of Education, in accordance with law and Board policy.[\[33\]](#) [\[34\]](#) [\[35\]](#)

NOTES:

Title 22, Sec. 23.4 - discipline, field trips, contracted negotiations, records

Title 22, Sec. 23.6 - authorized passengers

Computation of distance - 1366

Field Trips – 24 P.S. Sec. 517 (farm show), 1361 (nonpublic); Title 22, Sec. 23.4

Ten-mile boundaries - 1361

Other boundaries - 1 ½ miles - 1362

Payments/reimbursements - 2541, 2542, Title 22 Sec. 23.31-23.40

Transportation - Title 22, Chapter 23

School Buses/Vehicles - Title 67, Chapter 171

Bus Drivers Minor Children – Title 22 Sec. 23.6

Definitions of motor vehicle – Vehicle Code – 75 Pa. C.S.A. Sec. 102

If the district has existing language in policy on transportation routes and stops, which addresses students being limited to a single bus stop or single residence, recommend reviewing the language with the solicitor based on recent court cases regarding student transportation and residency (*Watts v Manheim Township SD*, *Wyland v West Shore SD*). Consult Legal with questions.

Legal Footnotes

[1] 75 Pa. C.S.A. 102
LEGAL REFERENCE

[2] 24 P.S. 1361
LEGAL REFERENCE

[3] 24 P.S. 1362
LEGAL REFERENCE

[4] 24 P.S. 1726-A
LEGAL REFERENCE

[5] 22 PA Code 23.1
LEGAL REFERENCE

[6] 22 PA Code 23.2
LEGAL REFERENCE

[7] 22 PA Code 23.4
LEGAL REFERENCE

[8] Pol. 610 — Purchases Subject to Bid/Quotation
POLICY REFERENCE

[9] Pol. 611 — Purchases Budgeted
POLICY REFERENCE

[10] Pol. 818 — Contracted Services Personnel
POLICY REFERENCE

[11] 75 Pa. C.S.A. 3345.1
LEGAL REFERENCE

[12] 67 PA Code 447.1 et seq
LEGAL REFERENCE

[13] 22 PA Code 23.3
LEGAL REFERENCE

[14] 24 P.S. 1374
LEGAL REFERENCE

[15] Pol. 103 — Discrimination/Title IX Sexual Harassment Affecting Students
POLICY REFERENCE

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

[17] Pol. 113 — Special Education
POLICY REFERENCE

[18] Pol. 140 — Charter Schools
POLICY REFERENCE

[20] 20 U.S.C. 6312
LEGAL REFERENCE

[21] Pol. 251 — Homeless Students
POLICY REFERENCE

[22] 42 U.S.C. 11432
LEGAL REFERENCE

[23] 35 P.S. 4601 et seq
LEGAL REFERENCE

[24] 35 P.S. 4608
LEGAL REFERENCE

[25] 67 PA Code 212.101
LEGAL REFERENCE

[26] Pol. 121 — Field Trips
POLICY REFERENCE

[27] Pol. 209.1
POLICY REFERENCE
Referenced policy is not available in this policy book.

[28] Pol. 209.2
POLICY REFERENCE
Referenced policy is not available in this policy book.

[29] Pol. 210 — Medications
POLICY REFERENCE

[30] Pol. 210.1 — Medication/Treatment Guidelines
POLICY REFERENCE

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

[32] Pol. 216 — Student Records
POLICY REFERENCE

[33] 24 P.S. 1517
LEGAL REFERENCE

[34] 75 Pa. C.S.A. 4552
LEGAL REFERENCE

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