Policy Advisory Committee Meeting
Thursday, September 3, 2026 6:15 PM Eastern

District Office Conference Room
180 West Bridge Street
New Hope, PA 18938

1. **Call to Order Dr. Nikhil Heble**
2. **Approve Minutes from the (May 7, 2026) meeting**
3. **Public Comment**
4. **Old Business**
   - 4.A. Second Reads
   - 4.B. Administrative Regulations (2nd)
5. **New Business**
   - 5.A. First Reads
   - 5.B. Administrative Regulations (New)
6. **Adjournment**

Policy & HR Committee (Thursday, May 7, 2026)
Generated by April Borgeson Thursday, May 7, 2026

A. Call to Order by Dr. Heble 6:33pm

1. Committee Attendance: Dr. Heble, Dr. Minniti, Ms. Sheehan, Dr. Costigan, Dr. Persichetti, Mr. Giorgi, Ms. Stiefel

B. Approve Minutes from the February 3, 2026 -

Action, Minutes: Motion to approve minutes from February 3, 2026, 1st - Ms. Sheehan; 2nd – Dr. Costigan

C. Public Comment

1. None

D. Second Reads

***Policy 006 (Meetings)- Discussion*:** Updates to voting requirements, specifically the shift from a two-thirds majority to a simple majority of the full board membership (5 votes) for key actions such as tax rates and salaries.

Policy 204 (Attendance): Language was updated to reflect current compulsory school age standards, which are ages 6 to 18. The committee noted ongoing coordination with the district's new magisterial judge regarding attendance issues (shall be required or maybe required).

Policy 218.1 (Weapons): The committee clarified the expulsion process. While the policy dictates a mandatory one-year expulsion for weapons, the superintendent may recommend modifications. It was emphasized that the Board of Directors, rather than the superintendent, holds the final authority to expel students following a hearing.

Policies 805, 805.1, and 805.2 (Security and Law Enforcement): Discussion centered on coordination with local police and the responsibilities of the School Safety and Security Coordinator. Addressing privacy concerns, it was clarified that student behavioral health data shared in annual reports to the board consists of anonymous, aggregate data rather than identifiable individual information. Discussion: routine information, whether it must be shared with the police- information on referrals **(subject to solicitor's review and approval**)

Motion to approve by – Mrs. Sheehan; 1st: Frapwell; 2nd by – Dr. Persichetti

E. New Business
Discussion: 1. First Reads

1. **First Reads**

***Policy 815.4 (Artificial Intelligence*):** This new policy establishes guidelines for generative AI use within the district. It mandates a "human in the loop" for grading and discipline and prioritizes ethical use and data privacy compliance (e.g., FERPA). **PAYS Survey Data:** The district recently received final reports from the fall survey. Administration plans to analyze the trends and present the data to the board, likely in October.

Other Discussion:

A question was raised regarding nurse staffing fees for high school field trips. The committee determined this was a negotiated administrative matter rather than a board policy issue.

F. Adjournment: 7:14 PM

BOARD POLICY

805.2 SD PNN School Security Personnel

POLICY NUMBER	VERSION	DOCUMENT STATUS	PRINTED
805.2 SD PNN	v3.2	DRAFT	9/2/2026

Proposed addition Proposed deletion

AUTHORITY

The Board shall employ, contract for and/or assign staff to coordinate the safety and security of district students, staff, visitors and facilities.

The district shall employ or contract for at least one (1) full-time school security personnel who has completed the training required by law and this Board policy to be on duty during the school day.[1]

The district shall certify to the state School Safety and Security Committee annually that it has met the requirements for school security personnel or has received a waiver, in accordance with applicable law.[1]

DEFINITIONS

School security personnel - school police officers, school resource officers and school security guards.[2]

Independent contractor - an individual, including a retired federal agent or retired state, municipal or military police officer or retired sheriff or deputy sheriff, whose responsibilities, including work hours, are established in a written contract with the district for the purpose of performing school security services.[2]

School day - the hours between the morning opening of a school building and the afternoon dismissal of students on a day which classes are in session.[1]

Third-party vendor - a company or entity approved by ~~Office for Safe Schools of~~ the PA Commission on Crime and Delinquency that provides school security services in accordance with law.[2]

DELEGATION OF RESPONSIBILITY

The Superintendent shall appoint a school administrator to serve as the School Safety and Security Coordinator, in accordance with law. When a vacancy occurs in the role of the School Safety and Security Coordinator, the Superintendent shall appoint another school

administrator to serve as the School Safety and Security Coordinator within thirty (30) days of the vacancy and shall notify the Board regarding the appointment.[3]

The Superintendent or designee shall submit the name and contact information for the appointed School Safety and Security Coordinator to the state's School Safety and Security Committee within thirty (30) days of the appointment.[3]

The School Safety and Security Coordinator shall report directly to the Superintendent, and shall be responsible for the following:[3]

1. Oversee all school security guards.
2. Review and provide oversight of all Board policies, administrative regulations and procedures related to school safety and security, and ensure compliance with federal and state laws and regulations regarding school safety and security.
3. Coordinate training and resources for students and staff related to situational awareness, trauma-informed approaches, behavioral health awareness, suicide **awareness and prevention,** bullying **and cyberbullying** awareness **and prevention**, substance use awareness, emergency procedures and training drills, and identification or recognition of student behavior that may indicate a threat to the safety of the student, other students, school employees, other individuals, school facilities or the community, in accordance with the standards established by the state's School Safety and Security Committee and the requirements of applicable law and regulations.[3][4][5][6][7][8][9][10][11][12][13]
4. **Meet with school employees annually to seek their input on the mandatory school safety and security training.**[4]
5. Coordinate a tour of the district's buildings and grounds biennially, or when a building is first occupied or reconfigured, with law enforcement and first responders responsible for protecting and securing the district to discuss and coordinate school safety and security matters.
6. Serve as the liaison with law enforcement and other state committees and agencies on matters of school safety and security.
7. Serve on the district's threat assessment team(s) and participate in required training and the threat assessment process.[8][14]
8. Coordinate School Safety and Security Assessments, School Safety and Security grant requirements and respond to School Safety and Security surveys, as applicable.[12][15]
9. **Coordinate school safety and security meetings with school and building leadership, at least on a quarterly basis.**

The School Safety and Security Coordinator shall, within one (1) year of appointment, complete required training as specified by the state's School Safety and Security Committee for serving in the role of a School Safety and Security Coordinator. This training shall be in addition to other training requirements for school administrators, **but shall count toward professional education credit, where applicable.**[3][16][17][18]

The School Safety and Security Coordinator **~~within one (1) year of appointment~~, must complete ~~required training as specified by the state's School Safety and Security Committee for serving in the role of a School Safety and Security Coordinator. This training shall be in addition to other training requirements for school administrators~~ any additional continuing education as required by the School Safety and Security Committee.[3]**

By June 30 of each year, the School Safety and Security Coordinator shall make a report to the Board at an executive session on the district's current safety and security practices, and identify strategies to improve school safety and security.[3][19]

The Board directs the School Safety and Security Coordinator to include the following information in the annual report:

1. Threat assessment team information, including verification of compliance with law and regulations, the number and composition of the district's threat assessment team(s), the total number of threats assessed in the past year and additional information on threat assessment required by the Superintendent or designee, in accordance with Board policy.[7][14]
2. **The number and type(s) of school security personnel contracted or employed by the district, including:[3]**
   -
   a. **The school building at which each school security personnel is assigned, listed by type(s) of personnel.**
   b. **The training, including the type of training and completion dates, of each school security personnel, listed by type(s) of personnel.**
   c. **A listing of other individuals utilized by the district for school safety-related duties**.
3. **An attendance report of the school and building personnel present at each school safety and security meeting, including yearly attendance totals.**
4. Reports of required emergency preparedness, fire, bus evacuation and school security drills.[11]
5. Information on required school safety and security training and resources provided to students and staff.[11]
6. Safe2Say Something aggregate data, including a breakdown of Life Safety and Non-Life Safety reports received.
7. **Behavioral health and school climate information, including aggregate data from surveys and assessments issued in the district, information on referrals and services accessed by students and families, and identification of additional resources needed in the district.[20]**
8. **School safety and security incident reports for the previous year(s) and/or data collected to date for the current year.[21]**
9. Updates regarding the district's memorandum of understanding with law enforcement agencies.[21]
10. Updates to laws, regulations and/or Board policies related to school safety and security.
11. Information on tours, inspections and/or School Safety and Security Assessments of school facilities and programs.

12. Information on grants or funding applied for and/or received in support of school safety and security efforts.

A copy of the report, **including the required information on threat assessment and school security personnel,** shall be submitted to the state's School Safety and Security Committee.[3]

Only authorized on duty law enforcement officers are permitted to carry firearms on school district property,

The Superintendent or designee shall implement job descriptions and procedures to address the responsibilities and requirements specific to each category of school security personnel in carrying out their duties.

School Security Guards

The district shall employ and/or contract for one or more school security guards, in accordance with the provisions of law.[2][25][26][47]

School security guard - an individual employed by the district or a third-party vendor or an independent contractor who is assigned to a school for routine safety and security duties, and has not been granted powers by the court to issue citations, detain individuals or exercise the same powers as exercised by police of the municipality in which the school property is located, in accordance with law. An independent contractor or individual employed by a third-party vendor contracted with the district shall meet the requirements of contracted services personnel, in accordance with Board policy and the provisions of applicable law.[2][24][26][47]

Background Checks -

Prior to receiving an offer of employment, all school security guards shall comply with the requirements for background checks/certifications and employment history reviews for all school employees, in accordance with applicable law, Board policy and administrative regulations. These requirements are addressed separately in Board policy 304 for school security guards employed by the district and Board policy 818 for school security guards employed by an independent contractor or third-party vendor.[25][26][27][28][29][30]

The district shall conduct a law enforcement agency background investigation in compliance with applicable law and regulations for all school security guards employed by the district and shall review a background investigation conducted for all school security guards employed by an independent contractor or third-party vendor.[31][32]

Following an offer of employment, the district shall request the separation record for a school security guard employed or contracted by the district, in accordance with applicable law and regulations for a law enforcement agency.[33][34]

Requirements -

School security guards shall provide the following services, as directed by the district:[47]

1. School safety support services.
2. Enhanced campus supervision.
3. Assistance with disruptive students.
4. Monitoring visitors on campus.[48]
5. Coordination with law enforcement officials
6. Security functions which improve and maintain school safety.

School security guards shall successfully complete required training, in accordance with law, and applicable staff training in accordance with Board policy.[47]

The district shall make reports regarding hiring and separation, and shall maintain all records, as required for a law enforcement agency, in accordance with applicable law and regulations.[31][36]

PSBA Revision 8/26 © 2026 PSBA

Legal Footnotes

[1] 24 P.S. 1316-C
LEGAL REFERENCE

[2] 24 P.S. 1301-C
LEGAL REFERENCE

[3] 24 P.S. 1309-B
LEGAL REFERENCE

[4] 24 P.S. 1310-B
LEGAL REFERENCE

[5] Pol. 146.1 — Trauma-Informed Approach
POLICY REFERENCE

[6] Pol. 227 — Controlled Substances
POLICY REFERENCE

[7] Pol. 236 — Student Assistance Program
POLICY REFERENCE

[8] Pol. 236.1 — Threat Assessment
POLICY REFERENCE

[9] Pol. 249 — Bullying/Cyberbullying
POLICY REFERENCE

[10] Pol. 333 — Professional Development
POLICY REFERENCE

[11] Pol. 351 — Drug and Substance Abuse
POLICY REFERENCE

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

[13] Pol. 819 — Suicide Awareness, Prevention and Response
POLICY REFERENCE

[14] 24 P.S. 1302-E
LEGAL REFERENCE

[15] 24 P.S. 1305-B
LEGAL REFERENCE

[16] 24 P.S. 1316-B
LEGAL REFERENCE

[17] **24 P.S. 1205.1**
LEGAL REFERENCE

[18] **24 P.S. 1205.5**
LEGAL REFERENCE

[19] **Pol. 006 — Meetings**
POLICY REFERENCE

[24] **24 P.S. 1311-C**
LEGAL REFERENCE

[25] **Pol. 304 — Employment of District Staff**
POLICY REFERENCE

[26] **Pol. 818 — Contracted Services Personnel**
POLICY REFERENCE

[27] **24 P.S. 111**
LEGAL REFERENCE

[28] **24 P.S. 111.1**
LEGAL REFERENCE

[29] **23 Pa. C.S.A. 6344**
LEGAL REFERENCE

[30] **23 Pa. C.S.A. 6344.3**
LEGAL REFERENCE

[31] **44 Pa. C.S.A. 7301**
LEGAL REFERENCE

[32] **37 PA Code 241.5**
LEGAL REFERENCE

[33] **44 Pa. C.S.A. 7310**
LEGAL REFERENCE

[34] **37 PA Code 241.6**
LEGAL REFERENCE

[36] **37 PA Code 241.1**
LEGAL REFERENCE

[47] **24 P.S. 1314-C**
LEGAL REFERENCE

[48] **Pol. 907 — School Visitors**
POLICY REFERENCE

Legal References

No additional references listed.

BOARD POLICY

122-1-AR-2-DRAFT-2 Request Form for Noncurriculum-Related, Nonschool-Sponsored, Student-Initiated Groups

POLICY NUMBER	VERSION	DOCUMENT STATUS	PRINTED
122-1-AR-2-DRAFT-2	v1.1	DRAFT	9/2/2026

122.1-AR-2 Noncurriculum-Related, Nonschool-Sponsored, Student-Initiated Groups Pursuant to Board Policy 122.1, students requesting to use school facilities must file this completed form with the building principal prior to meeting on school property for noncurriculum purposes. This form is to be completed annually or upon change in the student group's student representative or employee monitor. Student groups are expected to return the room(s), including furniture, to its original condition and configuration after each use. The contents of assigned room(s) are the private property of the district. Seven (7) days prior to any meeting, the requesting student must give the principal the name of anyone attending the meeting who is neither a student nor a school staff member. When a copy of this form is returned with the necessary approval signatures, the group may begin its activities. Section A: For Office Use Only - To be completed by office staff upon student filing. School Year: _____ Building: _____ Principal: _____ Section B: Student Representative - To be completed by founding student.
_____ Student Group Name:
_____ Student Representative:
_____ Are you the founding student representative? Yes No Contact Number(s): (_____)_____-_____; (_____)_____-_____ Students Officers & Titles:
_____ (if any)
_____ Material: Purpose: Activity Date(s):
_____
_____
_____ Start Time:
_____ End Time: _____ How will students attending the meeting(s) be made aware that student discipline rules apply during the meeting and at all times while on school property? Description/Purpose of Activity:
_____ Will nonschool individuals direct, conduct, control or regularly attend meetings? Yes No If yes, please explain:_____ Will decorations be used? _____ If yes, how will they be affixed?_____ Materials to be brought into/near building (be specific): _____ Date of Filing: _____ Desired Meeting Locations: (1)_____ (please list two preferences:

(2)_____ I have read and agree to abide by the school facilities-use policies and administrative regulations for students groups. I understand that a violation of these rules by any member of this student group may result in revocation of individual of whole group permission to use school facilities during non-instructional times. Signature: _____ Date: _____ (Student Representative) Section C: Employee Monitor - To be completed by voluntary monitor. Employee Monitor Name: _____ I voluntarily agree to monitor this noncurriculum-related student group at its meetings and activities on school grounds. I understand that an employee monitor is to attend student meetings and activities in a non-participatory capacity and my role is to maintain order and protect District property. Signature: _____ Date: _____ (Employee Monitor) Principal - To be completed by principal. _____ Section D: Student's identification was verified by: The above student group meeting request is: approved denied for failure to follow group rules, regulations or procedures. Assigned meeting location (subject to availibility): _____ Signature: _____ Date: _____ (Principal) © 2026 PSBA They will be told by the student signing this form. They will receive a written explanation. Other: _____

Legal References

No additional references listed.

BOARD POLICY

817-DRAFT-2 District Social Media Draft

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

Purpose

The purpose of this policy is to establish the process and standards for approval and operation of district-owned social media accounts, and to identify the differences between personally owned social media accounts and those maintained by the district.

The Board respects freedom of expression; such expression will be free from interruption, except when it is in violation of law or Board policy.

Definitions

Social media - a category of Internet-based resources that integrate user-generated content and user participation to share information, ideas, personal messages and other content, including photos and videos. Social media includes **social networks**, which are online platforms where users can create profiles, share information and personal messages, and connect with others.

District-owned social media account - a social media account, regardless of platform, that is approved by the Board and operated by a designated district employee(s), and is designed to further the educational mission of the district by providing information to the school community and general public.

Personal social media account - a social media account, regardless of platform, that is attributed to and operated by an employee, individual school director or student for personal use and is not approved by the Board as an official communications channel of the district.

Designated public forum - created when a district-owned social media account is intentionally opened for use by the public as a place for expressive activity where members of the public may communicate, post or comment on information, subject to viewpoint neutral rules designated by the Board. In terms of social media, this would include the ability of public users to comment on or reply to social media posts, pictures, or videos.

Authority

The Board shall approve all official social media accounts created and/or maintained as district-owned accounts.[1] including social media accounts for individual schools within the district.

All district-owned social media accounts shall display the official name and logo ~~**of the District**~~ or the individual district school.

The Board establishes that district-owned social media accounts may operate as a designated public forum, where the public may comment and interact with information posted by the district, subject to the Board's established rules.

The Board approves the following rules for public interaction with district-owned social media accounts and directs staff to post this information on the district website and all social media accounts:

The district encourages community members to respond to posts and share comments that are constructive and courteous toward the school community. Statements and opinions expressed by visitors to the account do not reflect the opinions of the district. Questions regarding information should be directed to the building principal or to the Superintendent's office for district-wide information. The district shall review comments and may remove comments which **are in clear violation of law or Board policy, including but not limited to the following**: **[2]**[3][4][5]

~~**1.Are profane, vulgar, harmful to minors or obscene, in accordance with Board policy.**[2]~~
~~**2.Contain threats of violence or contain threats to the public safety.**~~
~~**3.Promote, suggest or encourage illegal activity or incite violence.**~~
~~**4.Promote or endorse commercial products, services or businesses.**[3]~~
~~**5.Contain confidential information.**~~

~~**6.Contain false or libelous statements.**~~
~~**7.Contain hate speech directed at a protected class of individuals, in accordance with Board policy on discrimination and harassment.**~~ [4][5]

1. **Sexual harassment, racial, ethnic, religious or nationality intimidation towards an individual or individuals in the school community.** [6] [7] [8]

2. **Disclosure of confidential personal information regarding students or staff.** [9] [10]

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 such as inciting imminent lawless action or subjecting individuals to fear of violence.**

6. Are spamming in nature (same comment posted repeatedly).
7. ~~**Are clearly unrelated to any subject matter previously posted to the account by or on behalf of the District.**~~

Intellectual Property Rights

The illegal use of copyrighted, branded or trademarked materials or trade secrets is prohibited on district-owned social media accounts. All content shall be subject to copyright fair use guidelines and applicable laws, regulations and Board policy and administrative regulations. [11]

Delegation of Responsibility

The Board designates the Director of Technology or designee to oversee all district-owned social media accounts and serve as the primary contact person for district-owned social media accounts.

The Superintendent or designee shall notify students and staff about this policy through employee and student handbooks, posting on the district website and by other appropriate methods.

All district staff assigned to monitor and maintain district-owned social media accounts shall receive training on:

1. Regularly reviewing district-owned social media accounts, in coordination with the district's chief communications representative, to update, remove and/or correct information.[12]

2. Complying with confidentiality provisions of student and staff information, in accordance with applicable law, regulations and Board policy and administrative regulations. [9] [10]

3. Monitoring content for confidentiality and intellectual property violations, documenting potential violations, and notifying appropriate district staff to consider further action. [9] [10] [11]

4. Monitoring content for web accessibility standards and responding to public requests for accommodations. [6] [8] [13]

5. Monitoring public comments and responding, where appropriate, with clarification or redirection to additional information.

The Board authorizes designated district staff maintaining district-owned social media accounts to remove individual posts or comments by public users that violate the established social media rules of this policy. The Board directs that review and consideration of posts or comments shall not discriminate on the basis of content or viewpoint, and staff must always be able to articulate the reason for removing a specific post, in accordance with Board policy. Staff may consult with the Superintendent or designee and the school solicitor in determining appropriate actions. Posts and comments may not be removed solely because they are critical of the district or district leadership, because they promote an unpopular opinion, or because of their viewpoint if the post or comment otherwise complies with the established social media rules.

Guidelines

Posting of Personally Identifiable Information

The Board authorizes posting of student images in photos or videos depicting the educational process or school-related events on district-owned social media accounts, unless the students' parents/guardians have opted out of sharing directory information under the Family Educational Rights and Privacy Act and Board policy. **[9]** **[10]** [14][15]

The Board prohibits posting of other personally identifiable information of students on district-owned social media accounts without the consent of the parent/guardian, in accordance with applicable law, regulations and Board policy and administrative regulations. **[9]** **[10]**

The Board prohibits posting of staff images in photos or videos when a staff member has submitted a request to the Superintendent or designee that their image not be posted publicly online.

~~**The Board directs district staff to post images and information to social media accounts in a manner that protects the safety and security of students and staff, such as posting images without identification.**~~

Accessibility

The Board directs district staff who maintain district-owned social media accounts to post content that is accessible to individuals with disabilities, to the greatest extent possible based on the limitations of the platform. This shall include, but is not limited to: **[6]** **[7]** **[8]** [16][17][18]

1. Including alternate text descriptions or captions for images.
2. Including captions for video content.
3. Avoiding text that is posted as an image.
4. Creating links and attachments in formats that are accessible to screen readers and other assistive technology.
5. Formatting text so that it is accessible to screen readers and other assistive technology.

All district-owned social media accounts shall contain clear contact information that may be used by members of the public to request accommodations or assistance.

~~Intellectual Property Rights~~

~~The illegal use of copyrighted, branded or trademarked materials or trade secrets is prohibited on District-owned social media accounts. All content shall be subject to copyright fair use guidelines and applicable laws, regulations and Board policy and administrative regulations.~~ ~~[8]~~

Connecting with Other Social Media Accounts

Content or information posted to district-owned social media accounts shall not be connected to other social media accounts through linking or tagging if the outside account is for a commercial application, product or service and the district or its employees would receive financial or other compensation as a result of the connection.

When an official Board-approved corporate sponsorship or partnership includes connecting with the sponsor on district-owned social media accounts through **reacting,** linking or tagging, such connections shall be addressed in accordance with the provisions of the approved contract or partnership.

District-owned social media accounts shall not be connected to social media accounts of individual students through linking or tagging.

District-owned social media accounts may be connected through linking or tagging to social media accounts of parent-teacher organizations, district-related booster organizations or similar school-related groups when the content or information has been reviewed and approved by the district's chief communications representative.

Third-Party Social Media Accounts

Third-party social media accounts - a social media account, regardless of platform, that is operated by a volunteer, student, parent/guardian, alumnus or other member of the public on behalf of groups associated with the district. Third-party social media accounts are not operated by district employees or school directors.

These accounts are privately created, maintained and are not actively monitored by the district. Third-party social media accounts are encouraged to add this line to their description, "This is not a district-owned social media account. The district is not responsible for the content or operation of this social media account."

Personal Social Media Accounts **of School Directors**

District-owned social media accounts shall not **react, link to, post or otherwise interact with** private social media accounts of individual school directors.

School **directors are** strongly encouraged to use privacy settings on social media accounts and to clearly identify that it is their personal social media account and that it does not officially represent the Board or district.

The Board acknowledges that a school director's activity on their personal social media account could be deemed a public record and subject to a Right-to-Know request if the activity documents a transaction or activity of the district and is created, received or retained pursuant to law or in connection with a transaction, business or activity of the district.[19][20]

The Board further recognizes that the determination of whether an activity on a school director's personal social media account qualifies as a public record must involve an analysis of the status of the account. Such analysis may include factors such as whether the account is either public or private and whether the account has the characteristics of an official district-owned social media account.

Personal Social Media Accounts of District Employees

District-owned social media accounts shall not react, link to, post or otherwise interact with private social media accounts of individual school employees.

District employees are strongly encouraged to use privacy settings on social media accounts and to clearly identify that it is their personal social media account and that it does not officially represent the Board or district.

~~**In accordance with Board policy establishing professional boundaries, school employees should only communicate with students through District-provided communication devices or platforms, and shall not follow, accept or make requests to connect or be friends with current students on personal social networking or social media platforms.**[15]~~

To maintain professional boundaries, **district** employees **must comply with Board policy regarding online communication with students**. [21]

The District respects employee's freedom of expression. The district does not actively monitor personal social media accounts of current school employees; however, the district reserves the right to address employees' job-related speech or employee speech posted on social media that has the potential to affect the district's operations. Speech that takes place off-site and on an employee's own time, including posting on personal social media accounts, may be addressed if the district establishes that the employee's expression infringed on the interests of the district in promoting the efficient and effective functioning and educational purpose of the district. If employee speech or expression would violate law or Board policy in a traditional forum, it is also prohibited in an online forum. When an employee speaks as a citizen on a matter of public concern, the district shall consult with the school solicitor in determining the appropriate course of action, in accordance with applicable law, regulations and Board policy.[2][22][23][24] [25] [26]

Student Use of Personal Social Media Accounts

Student use of personal social media accounts shall be addressed in accordance with applicable Board policies and administrative regulations related to student conduct, expression and students' individual rights and responsibilities. In accordance with Board policy, the district shall provide education on network etiquette and appropriate online behavior for students, including interaction with other individuals on social networking websites and in chat rooms, and cyberbullying awareness and response. [6] [13] [27][28] [29] [30] [31] [32]

Consequences

A district employee who violates this policy may be subject to disciplinary action, up to and including termination, in accordance with applicable law, regulations and Board policy and administrative regulations. [21] [25] [33]

Legal Footnotes

[1] 24 P.S. 510
LEGAL REFERENCE

[2] U.S. Const. Amend. I
LEGAL REFERENCE

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

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

[8] Pol. 104 — Discrimination/Harassment Affecting Staff
POLICY REFERENCE

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

[10] Pol. 216 — Student Records
POLICY REFERENCE

[11] Pol. 814 — Copyright Material
POLICY REFERENCE

[12] Pol. 911
POLICY REFERENCE
Referenced policy is not available in this policy book.

[13] Pol. 815 — Acceptable Use of Internet, Computers and Network Resources
POLICY REFERENCE

[14] 20 U.S.C. 1232g
LEGAL REFERENCE

[15] 34 CFR Part 99
LEGAL REFERENCE

[16] 42 U.S.C. 12101
LEGAL REFERENCE

[17] 29 U.S.C. 794
LEGAL REFERENCE

[18] 28 CFR 35.160
LEGAL REFERENCE

[19] 65 P.S. 67.102
LEGAL REFERENCE

[21] Pol. 824 — Maintaining Professional Adult/Student Boundaries
POLICY REFERENCE

[22] 24 P.S. 1122
LEGAL REFERENCE

[23] 24 P.S. 2070.1a
LEGAL REFERENCE

[24] 22 PA Code 235.1
LEGAL REFERENCE

[25] Pol. 317 — Conduct/Disciplinary Procedures
POLICY REFERENCE

[26] Pol. 320 — Freedom of Speech by Employees
POLICY REFERENCE

[27] 24 P.S. 1303.1-A
LEGAL REFERENCE

[28] 47 U.S.C. 254
LEGAL REFERENCE

[29] Pol. 218 — Student Discipline
POLICY REFERENCE

[30] Pol. 220 — Student Expression/Distribution and Posting of Materials
POLICY REFERENCE

[31] Pol. 235 — Student Rights/Surveys
POLICY REFERENCE

[32] Pol. 249 — Bullying/Cyberbullying
POLICY REFERENCE

[33] **Pol. 317.1 — Educator Misconduct**
POLICY REFERENCE

Legal References

No additional references listed.

BOARD POLICY

815-4-DRAFT-NEW-2 Use of Artificial Intelligence draft

POLICY NUMBER	VERSION	DOCUMENT STATUS	PRINTED
815-4-DRAFT-NEW-2	v1.2	DRAFT	9/2/2026

Purpose

The Board's purpose of implementing a policy on Artificial Intelligence (AI) is to ensure the ethical and responsible use of AI technologies to enhance teaching, learning, and administrative processes while safeguarding student privacy and data security. By establishing clear guidelines and procedures, this policy aims to promote transparency and accountability, while fostering a safe learning and working environment.

Definitions

Artificial intelligence (AI) refers to computer systems and algorithms that mimic human cognitive functions, such as learning, reasoning, problem-solving, and decision-making. AI encompasses a broad spectrum of techniques and methodologies, including machine learning, natural language processing, computer vision, and robotics, aimed at creating intelligent systems capable of performing tasks autonomously or with minimal human intervention.

Delegation of Responsibility

The Board delegates the Superintendent and/or designee(s) to develop appropriate procedures to implement this policy and delegates to the Superintendent and/or designee(s) the right and ability to enforce this policy.

Guidelines

Instruction on AI Tools

The board directs that students receive training appropriate to their age or developmental level on the proper use of AI tools, encompassing fundamental principles such as the necessity of proper human supervision, critical thinking, and skepticism regarding accuracy. Such instruction should aim to empower students with the knowledge and skills needed to navigate the increasingly prevalent presence of AI technologies in their academic

and personal lives. By fostering a culture of responsible and informed use, students will be better equipped to navigate AI tools effectively while understanding their limitations and ethical implications.

Similar training as identified above will also be provided to employees.

CIPA Compliance

Director of District Operations shall ensure that the Districts internet content and message filters prevent users from accessing any AI website, tool, or application that is capable of generating obscene or pornographic material on both District owned devices and, on the District provided internet.

FERPA Compliance

All teachers, administrators, and staff are required to adhere strictly to the regulations outlined in the Family Educational Rights and Privacy Act (FERPA) when utilizing any AI resources.

The District prohibits the use of personally identifiable information (PII) of students while using AI websites, tools, or applications that have not been pre-approved by the Superintendent his/her designee.

Academic History

The Board recognizes the capacity of AI to complete many student assignments. In doing so, AI has the potential to upend traditional academic honesty and plagiarism standards.

It is expected that any use of AI in academic assignments must be clearly disclosed. Failure to disclose AI use or misrepresenting AI-generated work as one's own is a violation of academic and professional honesty and may result in disciplinary action.

It is the responsibility of instructional staff to provide students with notice of whether AI use is permitted on a particular assignment or project.

Acceptable Use

All Students and employees shall comply with the District's Policy 815 on the

***Acceptable Use of Internet, Computers, and Network Resources* when using AI tools on District technology. Violations of the District's *Acceptable Use* Policy may result in disciplinary action against the student or employee.**

Student use of AI tools while using District technology or engaged in District activities is also governed by the Student Code of Conduct, which is hereby incorporated by reference.

Use of AI to violate any Federal, State, or local laws or any other Board policies can result in disciplinary action.

Grading Student Work

AI applications may support the grading process but cannot be used exclusively. Final grading decisions remain the responsibility of the teacher. Staff shall ensure that personally identifiable information from student records are kept secure when using such grading technology.

AI Use in Operations

The Superintendent and/or his/her designee(s) shall establish protocols to verify the accuracy and reliability of the output from AI tools prior to the use of such tools for budgeting, payroll, financial or population forecasting, Human Resources analytics, and similar operational tasks.

While AI tools may be used to assist in Human Resources processes so long as the protocols above are in place, in order to ensure fairness, equity, and compliance with anti-discrimination laws, the board directs that final decision-making regarding employee evaluations, promotions, and hiring be solely human decisions and not only by AI technology.

Professional Development

The Board directs the Superintendent and/or his/her designee(s) to provide regular professional development training for administrators, teachers, and staff on the ethical and appropriate use of AI in school. The training should equip educators, administrators, and staff with the relevant knowledge and skills necessary to integrate AI tools into their respective roles in the District while also addressing data privacy, legal compliance, and ethical considerations.

Legal References:

- **47 U.S.C. § 254** — Children's Internet Protection Act https://www.law.cornell.edu/uscode/text/47/254
- **47 C.F.R. § 54.520** — Children's Internet Protection Certifications https://www.ecfr.gov/current/title-47/chapter-I/subchapter-B/part-54/subpart-F/section-54.520
- **20 U.S.C. § 1232g** — Family Educational Rights and Privacy Act https://www.law.cornell.edu/uscode/text/20/1232g
- **34 C.F.R. Part 99** — FERPA Regulations https://www.ecfr.gov/current/title-34/subtitle-A/part-99

Adapted from NCDPI (2024) and the AI Assessment Scale (Perkins et al., 2024). Licensed under CC BY-NC-SA 4.0 (https://creativecommons.org/licenses/by-nc-sa/4.0/).

Legal References

No additional references listed.

BOARD POLICY

810-DRAFT-2 Transportation Draft

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

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**
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**
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

Legal References

No additional references listed.

BOARD POLICY

619-DRAFT-2 District Audit Draft

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

Purpose

~~The Board recognizes the importance of the public's right to have access to the public records of the District, including public financial records.~~

~~The public has the right under law to inspect and procure copies of the annual audit conducted by the District's accountants and the audit conducted by the Auditor General's office.[1][2][3][4]~~

To ensure accurate, transparent and legally compliant financial reporting for the school district, the district's financial accounts must be fully documented within the annual district audit and applicable state audits.

Authority

The Board shall employ an independent, certified public accountant to conduct an annual district audit in conformance with prescribed and legal standards. **The completed audit shall be presented to the Board for its examination and approval**.[1][2][3][4]

~~The completed audit shall be presented to the Board for its examination and approval.~~

~~The Board recognizes its obligation as an elected body to represent the best interests of all its constituents.~~

~~The Board shall make the results of both the District's accountant's audit and the Auditor General's audit available to the public at the business office of the District and on the District's website.~~

The Board recognizes the importance of the public's right to access the public records of the district, including public financial records. The public has the right under law to inspect and procure copies of the annual financial audit conducted by the district's accountants and any state-level financial audit. [2][5][6][7]

Delegation of Responsibility

The district must submit an annual financial report to the Pennsylvania Department of Education by October 31 each year.[8][9]

The Superintendent and Board Secretary shall annually, by December 31, submit a signed statement to the Pennsylvania Department of Education certifying that the financial statements of the **school** district have been properly audited pursuant to law and that in the independent auditor's opinion, the financial information submitted in the annual financial report is materially consistent with the audited financial statements.[8]

If the financial information ~~is not~~ **submitted in the annual financial report was not** deemed materially consistent **with the audited financial statements**, the district shall submit a revised annual financial report no later than December 31.**[8]**[9]

Legal Footnotes

[1] 24 P.S. 437
LEGAL REFERENCE

[2] 24 P.S. 2401
LEGAL REFERENCE

[3] 24 P.S. 2408
LEGAL REFERENCE

[4] 24 P.S. 2441
LEGAL REFERENCE

[5] 24 P.S. 408
LEGAL REFERENCE

[6] 65 P.S. 67.701
LEGAL REFERENCE

[8] 24 P.S. 218
LEGAL REFERENCE

Legal References

No additional references listed.

BOARD POLICY

332-DRAFT-2 Working Periods Draft

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

Authority

Work schedules required for administrative, professional and support employees shall be clearly specified to ensure regular attendance by employees and consistent operation of the district.

The Board has the authority and responsibility to determine the hours and days during which district programs and services shall be available to students and the community, consistent with the administrative compensation plan, individual contracts, applicable collective bargaining agreements, ~~and~~ Board resolutions**, and state law**.**[1]**[2][3]**[4]** **[5]**

The Board has the authority to make modifications to the school calendar and the school schedule as necessary to meet the instructional and health and safety needs of students and staff. Modifications to staff working periods shall be addressed in accordance with the administrative compensation plan, individual contracts, applicable collective bargaining agreements, Board resolutions and/or Board-approved health and safety or other emergency preparedness and response plans.**[4]**[6]**[7]**

Delegation of Responsibility

The Superintendent or designee shall develop administrative regulations to ensure district employees are informed of and adhere to their assigned work schedules.

Professional personnel shall have a duty-free lunch period of not less than thirty (30) minutes.[3]

Staff may be assigned extra or alternative duties, distributed equitably when possible, at the discretion of the building principal.

All professional staff members are expected to attend each faculty meeting unless specifically excused by the responsible administrator.

Legal Footnotes

[1] **24 P.S. 133**
LEGAL REFERENCE

[2] **24 P.S. 510**
LEGAL REFERENCE

[3] **24 P.S. 1504**
LEGAL REFERENCE

[4] **Pol. 803 — School Calendar**
POLICY REFERENCE

[5] **Pol. 804 — School Day**
POLICY REFERENCE

[6] **24 P.S. 520.1**
LEGAL REFERENCE

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

Legal References

No additional references listed.

BOARD POLICY

221-DRAFT-2 Dress and Grooming Draft

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

Purpose

The Board recognizes that each student's mode of dress and grooming is a manifestation of personal style and individual preference.

Authority

The Board has the authority to impose limitations on students' dress in school. The Board will not interfere with the right of students and their parents/guardians to make decisions regarding their appearance, except when their choices ~~pose a risk of substantial disruption of educational programs; invasion of others' rights; endorse illegal drug use without a social or political purpose; are lewd, vulgar or profane; or may affect the health and safety of others~~. **disrupt the educational program of the schools or constitute a health or safety hazard.** [1][2]

The Board directs compliance with Board policy and law prohibiting discrimination, including but not limited to protections addressing:[3][4]

1. **Protective hairstyles, including but not limited to hairstyles such as locs, braids, twists, coils, Bantu knots, afros and extensions.**

2. **Religious creed including head covering and hairstyles historically associated with religious creeds.**

Students may be required to wear certain types of clothing while participating in physical education classes, technical education, extracurricular activities or other situations where special attire may be required to ensure the health or safety of the student.[2]

The Board directs district staff to support students experiencing educational instability by waiving penalties related to a delay in compliance with Board policy or school rules related to dress and grooming.[5]

Delegation of Responsibility

The building principal or ~~the principal's~~ designee shall be responsible to monitor student dress and grooming, and to enforce **Board policy and** school rules governing student dress and grooming.

The Superintendent or ~~the Superintendent's~~ designee shall ensure that all **school** rules implementing this policy impose only the minimum necessary restrictions on the exercise of the student's taste and individuality.[2]

Staff members shall be instructed to demonstrate, by example, positive attitudes ~~toward neatness, cleanliness, propriety, modesty, and good sense in attire and appearance.~~[4] and compliance with Board policy and school rules related to dress and grooming. [6]

Legal Footnotes

[1] 24 P.S. 1317.3
LEGAL REFERENCE

[2] 22 PA Code 12.11
LEGAL REFERENCE

[3] 43 P.S. 951
LEGAL REFERENCE

[6] Pol. 325 — Dress and Grooming
POLICY REFERENCE

Legal References

No additional references listed.

BOARD POLICY

140-DRAFT-2 Charter Schools Drafts

POLICY NUMBER	VERSION	DOCUMENT STATUS	PRINTED
140-DRAFT-2	v1.1	DRAFT	9/2/2026

Purpose

~~**In order to provide students, parents/guardians and community members an opportunity to establish and maintain**~~ **To provide students an opportunity to attend** schools that operate independently from ~~**this**~~ **the** school district, the Board shall ~~**evaluate applications submitted for charter schools located within the District, in accordance with the requirements of law and those established by the Board.**~~ ~~**[1]**~~**work cooperatively with individuals and groups submitting proposals and applications for charter schools.**[1]

~~**The Board shall work cooperatively with individuals and groups submitting proposals and applications for charter schools.**~~

Definitions

~~**For purposes of this policy, the following definitions shall apply:**~~

Appeal Board means the State Charter School Appeal Board established by the Charter School Law.[2]

Board of Trustees of a charter school shall be classified as public officials.[3]

Charter School means an independent, nonsectarian public school established and operated under a charter from the local Board in which students are enrolled or attend. A charter school must be organized as a public, nonprofit corporation; and charters may not be granted to any for-profit entity nor to support home education programs.[2][3][4]

Local Board of Directors (Board) means the Board of Directors of the school district in which a proposed or approved charter school is located.[2]

Regional Charter School means an independent public school established and operated under a charter from more than one local Board and approved by an affirmative vote of a majority of all Board members of each of the school districts involved.[2][5]

Authority

The Board shall evaluate submitted applications for charter schools based on the criteria established by law, regulations and any additional criteria required by the Board.[4]

A charter school application shall be approved or denied by a majority vote of all Board members at **an open** meeting, in accordance with the provisions of law. Written notice of the Board's decision shall be sent to the applicant, Department of Education and the Appeal Board, including reasons for denial and a clear description of application deficiencies if the application is denied. The Board shall evaluate denied applications that are revised and resubmitted.[4][6]

Upon approval of a charter application, the Board and the charter school's Board of Trustees shall sign the written charter, which shall be binding on both **parties**. The charter shall be for a period of three (3) to five (5) years and may be renewed for five-year periods by the Board.[7]

The Board shall not cap nor limit the number of district students enrolling in a charter school, unless agreed to by the charter school as part of the written charter.[8]

The Board may approve a leave of absence for up to five (5) years for a district employee to work in a charter school located in the district of employment or in a regional charter school in which the employing district is a participant, and the employee shall have the right to return to a comparable position in the district. The Board at its discretion may grant tenure to a temporary professional employee on leave from this district to teach in a charter school located in the district, upon completion of the appropriate probation period.[9]

The Board shall annually assess whether each charter school is meeting the goals of its charter and shall require each charter school to submit an annual report no later than August 1 of each year.[10]

The Board shall conduct a comprehensive review prior to granting a five-year renewal of the charter.[10]

The Board shall have ongoing access to the records and facilities of the charter school to ensure that the charter school is in compliance with its charter, Board policy and applicable laws.[10]

In cases where the health or safety of the charter school's students, staff or both is at serious risk, the Board may take immediate action to revoke a charter.[11]

The Board affirms that the Board of Trustees and the charter school shall be solely liable for any and all damages and costs of any kind resulting from any legal challenges involving the operation of a charter school. The local Board shall not be held liable for any activity or operation related to the program of a charter school.[12]

A charter school shall execute a "hold harmless" agreement indemnifying and insuring/agreeing to defend the school district in any and all kinds of liability areas so that the school district and Board are protected in any litigation related to the operation of a charter school.

Delegation of Responsibility

Applications for charter schools shall be submitted to the Superintendent or ~~**his/her**~~ designee, who shall be responsible for communicating and cooperating with all applicants.

The Superintendent or ~~**his/her**~~ designee shall be responsible to assist applicants with plans for technical assistance and contracted services that may be provided by the district.

Guidelines

A charter school shall be subject to all federal and state laws and regulations prohibiting discrimination in admissions, employment and operation on the basis of disability, race, creed, color, sex, sexual orientation, national origin, religion, ancestry or need for special education services.[3]

A charter school shall submit monthly enrollment figures and other required reports to the district, as stated in the charter.

Transportation

The district shall provide **free** transportation to resident students attending a charter school located in the district, **a regional charter school** of which the district is a member, and a charter school located within ten (10) miles outside district boundaries, in accordance with distance requirements established for district students. **Transportation provided to charter school students need not be identical to transportation provided to traditional public school students.**[13] **[14]**

Transportation shall be provided to charter school students on the dates and periods that the charter school is in session, regardless of whether transportation is provided to district students on those days.**[13]**

Applications

Applications for charter schools must contain all the information specified in the Charter School Law and any additional information required by the Board.[4][15]

Applications for charter schools shall be submitted to the Board by November 15 of the preceding school year in which the ~~**charter school looks to be**~~ **school will be** established.[4]

Within forty-five (45) days of receipt, the Board shall hold at least one (1) public hearing on the charter application, in accordance with law. At least forty-five (45) days must pass between the first public hearing and the final decision of the Board. No later than seventy-five (75) days after the first public hearing, the Board shall grant or deny the application.[4]

Insurance/Risk Management

The charter school shall adequately protect against liability and risk through an active risk management program approved by the Board. The program shall include proof of purchase of insurance coverages as required by the Board.[12][15]

Minimum coverages and levels of appropriate coverages shall be established in the charter.

A charter school shall operate in a manner that minimizes the risk of injury and harm to students, employees and others.

Legal Footnotes

[1] 24 P.S. 1702-A
LEGAL REFERENCE

[2] 24 P.S. 1703-A
LEGAL REFERENCE

[3] 24 P.S. 1715-A
LEGAL REFERENCE

[4] 24 P.S. 1717-A
LEGAL REFERENCE

[5] 24 P.S. 1718-A
LEGAL REFERENCE

[6] 65 Pa. C.S.A. 701
LEGAL REFERENCE

[7] 24 P.S. 1720-A
LEGAL REFERENCE

[8] 24 P.S. 1723-A
LEGAL REFERENCE

[9] 24 P.S. 1724-A
LEGAL REFERENCE

[10] 24 P.S. 1728-A
LEGAL REFERENCE

[11] 24 P.S. 1729-A
LEGAL REFERENCE

[12] 24 P.S. 1727-A
LEGAL REFERENCE

[13] 24 P.S. 1726-A
LEGAL REFERENCE

[14] Bell v. Wilkinsburg Sch. Dist., No. 23 WAP 2024, 2026 WL 152043 (Pa. Jan. 21, 2026)
LEGAL REFERENCE

[15] 24 P.S. 1719-A
LEGAL REFERENCE

[16] 24 P.S. 1703-A
LEGAL REFERENCE

[17] 24 P.S. 1715-A
LEGAL REFERENCE

[21] 24 P.S. 1717-A
LEGAL REFERENCE

[23] 24 P.S. 1720-A
LEGAL REFERENCE

[24] 24 P.S. 1723-A
LEGAL REFERENCE

[25] **24 P.S. 1724-A**
LEGAL REFERENCE

[26] **24 P.S. 1728-A**
LEGAL REFERENCE

[27] **24 P.S. 1729-A**
LEGAL REFERENCE

[28] **24 P.S. 1727-A**
LEGAL REFERENCE

[29] **24 P.S. 1726-A**
LEGAL REFERENCE

Legal References

Additional References

1949 Act 14
LEGAL REFERENCE

1949 Act 14
LEGAL REFERENCE

1949 Act 14
LEGAL REFERENCE

1949 Act 14
LEGAL REFERENCE

Pennsylvania General Assembly citation
LEGAL REFERENCE

1949 Act 14
LEGAL REFERENCE

1949 Act 14
LEGAL REFERENCE

BOARD POLICY

123-DRAFT-2 Interscholastic Athletics - Draft

POLICY NUMBER	VERSION	DOCUMENT STATUS	PRINTED
123-DRAFT-2	v1.1	DRAFT	9/2/2026

Purpose

The Board recognizes the value of a program of interscholastic athletics as an integral part of the total school experience for all district students and as a conduit for community involvement.

The **interscholastic athletic** program fosters the growth of school loyalty within the student body as a whole and ~~**stimulates**~~ **inspires** community interest.

~~**The game, activities**~~ **Interscholastic athletic** activities and practice sessions provide opportunities to teach the values of competition, sportsmanship, and teamwork.

Definition

For purposes of this policy, the program of **interscholastic athletics** ~~**shall**~~ includes all activities relating to competitive or exhibition sport contests, games or events involving individual students or teams of students when such events occur between schools within this district or outside this district.

Authority

It shall be the policy of the Board to offer opportunities for participation in interscholastic athletic programs to ~~**all students on an equal basis, regardless of sex,**~~ **male and female students on** as **equal a basis as** is practicable and without discrimination, in accordance

with **applicable laws,** regulations **and Board policies**.[1][2][3] **[4]** **[5]**

The Board shall approve a program of interscholastic athletics and require that all facilities utilized in that program, whether or not the property of this District, properly safeguard both players and spectators and are kept free from hazardous conditions.[6]

The Board shall determine the standards of eligibility to be met by all students participating in **the** interscholastic **athletic** program. Such standards shall require that each student, before participating in any interscholastic **athletic** activity, be covered by student accident insurance and undergo a physical examination by a licensed physician **to ensure that there are no obvious illnesses and/or injuries that would place the student or others at enhanced risk of injury**.[6] **[7]**

The **Board** ~~further adopts those~~ **adopts the** eligibility standards set by the Constitution **and Bylaws** of the Pennsylvania Interscholastic Athletic Association (P.I.A.A.).

The Board directs that no student may participate in interscholastic athletics who has not:[6]

1. Met the requirements for academic eligibility.
2. Complied with the requirements of **applicable handbooks,** Board policies and administrative regulations. **[8]** **[9]** **[10]**
3. ~~**Complied with the requirements of the Code of Conduct for Interscholastic Athletics and Board policies and administrative regulations related to student discipline.**~~
4. Attended school regularly. **[11]**
5. Been in attendance on the day of the athletic event or practice for the hours required.
6. Returned all school athletic equipment previously used.
7. Adhered to ~~**applicable discipline**~~ **other** applicable **conduct** standards.

Off-Campus Activities

~~**This policy shall also apply to**~~ **Student** conduct that occurs off school ~~**district**~~ property ~~**and would otherwise violate the Code of Student Conduct if any of the following circumstances exist:**~~ **or during nonschool hours shall comply with the provisions of the student discipline policy addressing on and off-campus activities.** [10]

1. ~~**The conduct occurs during the time the student is traveling to and from school or traveling to and from school-sponsored activities, whether or not via school District furnished transportation.**~~
2. ~~**The student is a member of the program of interscholastic athletics and has been notified that particular off-campus conduct could result in exclusion from such activities.**~~
3. ~~**Student expression or conduct materially and substantially disrupts the operations of the school, or the administration reasonably anticipates that the expression or conduct is likely to materially and substantially disrupt the operations of the school.**~~
4. ~~**The conduct has a direct nexus to attendance at school or a school-sponsored activity, for example, a transaction conducted outside of school pursuant to an agreement made in school that would violate the Code of Student Conduct if conducted in school.**~~
5. ~~**The conduct involves the theft or vandalism of school property.**~~
6. ~~**There is otherwise a nexus between the proximity or timing of the conduct in relation to the student's attendance at school or the program of interscholastic athletics.**~~

Delegation of Responsibility

Each school year, prior to participation in an interscholastic athletic activity, every student athlete and ~~**each student athlete's**~~ their parent/guardian shall sign and return the **acknowledgment** of receipt and review of the following: [8] [9] [12][13]

1. Concussion and Traumatic Brain Injury Information Sheet.
2. Sudden Cardiac Arrest Symptoms and Warning Signs Information Sheet**, that includes information about electrocardiogram testing**.

The Superintendent or designee shall annually prepare, approve and present to the Board for its consideration a program of interscholastic athletics, which shall include a complete schedule of events.

The Superintendent shall inform the Board of changes in the schedule as they occur.

The Superintendent or designee shall disseminate rules for the conduct of students participating in interscholastic athletics. Such rules shall be in conformity with regulations of the State Board of Education, the P.I.A.A. and the district.

The Superintendent or designee shall ensure that similar athletic programs are offered to both sexes in proportion to the district's enrollment**, in accordance with Title IX regulations**.**[3]**

The Superintendent or designee shall ensure that interscholastic athletics are open to all eligible students and that all students are fully informed of the opportunities available to them.[14][15]

Guidelines

Male/Female Athletic Opportunities Report

By October 15 of each year, on the designated disclosure form, the Superintendent or designee shall report to the PA Department of Education the interscholastic athletic opportunities and treatment for male and female secondary school students for the preceding school year.[16]

By November 1 of each year, the completed disclosure form shall be made available for public inspection during regular business hours and posted on the district's website.[16]

The availability of the completed disclosure form shall be announced by posting a notice on school bulletin boards, in the school newspaper, on any electronic mailing list or list serve, and by any other reasonable means.[16]

~~Notification of Accidents and Injuries~~

~~All accidents occurring at school or during school activities shall be reported in the following manner:~~

1. ~~All accidents that occur in the buildings, on school grounds, en route to and from school, or during school-related activities shall be reported to the school nurse if the accident occurs during the school day; to the athletic trainer if the accident occurs during an Athletic Activity when the school nurse is not present; or to the faculty advisor during non-athletic extracurricular activities when the nurse is not present.~~
2. ~~The school nurse, athletic trainer, faculty advisor or supervising adult shall be responsible for making sure the accident report form is completed.~~
3. ~~Where applicable, the accident reports must include notice of and comments concerning accidents that are of a repetitive nature or that occur repeatedly in a specific area, as such accidents may indicate a need for repair or adjustment in the environment.~~
4. ~~The school nurse, athletic trainer or faculty advisor shall provide a copy of the accident report to the Director of Pupil Services/Special Education, the building Principal and other appropriate staff members within twenty-four (24) hours of receipt.~~
5. ~~The school nurse shall provide monthly reports to the Director of Pupil Services/Special Education regarding the number and nature of accidents.~~

~~*Prescribed Medication*~~

~~Medication prescribed by a physician may only be administered under the supervision of the school nurse, or the school nurse's designee to students involved in accidents.~~[16]

~~In cases of foreseeable or repetitive injury, the medication approval form shall be completed and submitted to the District.~~

~~*Procedures for All Injuries*~~

~~The general responsibilities of the personnel at each school are to:~~

1. ~~Immediately secure authorized care and stay with student until such care arrives.~~
2. ~~Basic first aid may be rendered while waiting for nurse or emergency responders.~~
3. ~~Notify the student's parents/guardians.~~
4. ~~Arrange transportation for the student, where necessary, and wait with the student until transportation arrives.~~
5. ~~Individual faculty/staff members may not provide such transportation.~~

~~School personnel shall not diagnose.~~

~~School personnel, except the school nurse, shall not administer medication of any sort.~~[17]

~~*Additional Procedures for Minor Injuries*~~

~~Minor injuries to students, which require limited attention (cleansing, antiseptic, bandaid, etc.) shall be treated by the school nurse or athletic trainer.~~

~~Coaches and faculty advisors must keep a first-aid kit stocked and readily available.~~

~~*Additional Procedures for Serious Injuries*~~

~~**Serious accidents and/or injuries, including any type of head injury (including a loss of consciousness), neck injury or back injury, must be immediately reported to the nurse or athletic trainer, contemporaneously with a 911 call and then the parents/guardians of the student shall be contacted.**~~

~~**In all cases of serious head, neck or back injury, the coach or faculty advisor must immediately contact the building principal, who shall be responsible for contacting the Director of Pupil Services/Special Education, the Superintendent, and other appropriate staff members.**~~

~~**The after-hours contact information of the building principal, the Director of Pupil Services/Special Education and Superintendent shall be provided to all coaches and faculty advisors**~~

Name, Image and Likeness

Students and their parents/guardians are responsible for following the rules set by the P.I.A.A. for the student to maintain their amateur status in order to be continuously eligible to participate in the district's interscholastic athletics program. [17]

Students may use their own name, image and likeness for such permissible activities that include commercial endorsements, promotional activities, social media presence, product or service advertisements and unique digital items/assets. [17]

District employees and any individual affiliated with a P.I.A.A. member school, including booster clubs, coaches, collectives, administrators and alumni, are prohibited from soliciting, arranging, negotiating or paying for a student's use of their name, image and likeness and/or the provision of consideration to a student for the use of their name, image and likeness. This provision does not apply if the use of the name, image and likeness is for their own child. [17]

Students must notify the building principal or Athletic Director upon entering into any type of name, image and likeness contracts or agreements within seventy-two (72) hours of entering into such contract or agreement. Such notification does not serve as approval by the district of any name, image and likeness contract or agreement. [17]

Legal Footnotes

[1] **22 PA Code 4.27**
LEGAL REFERENCE

[2] **24 P.S. 1601-C**
LEGAL REFERENCE

[3] **34 CFR 106.41**
LEGAL REFERENCE

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

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

[6] **24 P.S. 511**
LEGAL REFERENCE

[7] **PIAA Bylaws, Article V**
LEGAL REFERENCE

[8] **Pol. 123.1 — Concussion Management**
POLICY REFERENCE

[9] **Pol. 123.2 — Sudden Cardiac Arrest**
POLICY REFERENCE

[10] **Pol. 218 — Student Discipline**
POLICY REFERENCE

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

[12] **24 P.S. 5323**
LEGAL REFERENCE

[13] **24 P.S. 1425**
LEGAL REFERENCE

[14] **22 PA Code 12.1**
LEGAL REFERENCE

[15] **22 PA Code 12.4**
LEGAL REFERENCE

[16] **24 P.S. 1603-C**
LEGAL REFERENCE

[17] **PIAA Bylaws, Article II**
LEGAL REFERENCE

[18] **22 PA Code 12.1**
LEGAL REFERENCE

[20] **24 P.S. 1603-C**
LEGAL REFERENCE

Legal References

Additional References

1949 Act 14
LEGAL REFERENCE

1949 Act 14
LEGAL REFERENCE

1949 Act 14
LEGAL REFERENCE

Pennsylvania General Assembly citation
LEGAL REFERENCE

1949 Act 14
LEGAL REFERENCE

1949 Act 14
LEGAL REFERENCE

1949 Act 14
LEGAL REFERENCE

BOARD POLICY

122-DRAFT-2 Extracurricular Activities Draft

POLICY NUMBER	VERSION	DOCUMENT STATUS	PRINTED
122-DRAFT-2	v1.1	DRAFT	9/2/2026

Purpose

The Board recognizes the educational values inherent in student participation in extracurricular activities and supports the concept of student organizations for such purposes as **enriching the educational experience,** building social relationships, developing interests in a specific area, **promoting civic engagement** and gaining an understanding of the elements and responsibilities of **teamwork, leadership and** good citizenship.

Definitions

For purposes of this policy, extracurricular activities ~~**shall be those**~~ **refers to** programs**, including athletic activities,** that are sponsored or approved by the ~~**Board and are**~~ **Board, are** conducted wholly or partly outside the regular school ~~**day; are marked by student participation in the processes of initiation, planning, organizing, and execution; and are**~~ **day and** equally available to all students who voluntarily elect to participate.

For purposes of this policy, an athletic activity shall mean all of the following:**[1][2]**

1. An athletic contest or competition, other than interscholastic athletics, that is sponsored by or associated with the school, including cheerleading, club-sponsored sports activities and sports activities sponsored by school-affiliated organizations.
2. Noncompetitive cheerleading that is sponsored by or associated with the school.
3. Practices, interschool practices and scrimmages for all athletic activities.

Authority

The Board shall make school facilities, supplies and equipment available and shall assign staff members for the support of extracurricular activities for students. Such availability and assignment shall be in accordance with the Equal Access Act **and other applicable laws,**

regulations and Board policies.[3][4][5][6][7]

The Board encourages secondary level students to pursue clubs and interests that may not be related directly to any of the curriculum programs offered in the District. In pursuit of such goal and in compliance with law, the Board maintains a limited open forum in which secondary students may meet for voluntary student-initiated activities unrelated directly to the curriculum, regardless of the religious, political, philosophical or other content of the speech related to such activities.[3][7]

Any extracurricular activity shall be considered under the sponsorship of this Board when it has been approved by the Superintendent or the Superintendent's designee upon recommendation of the building principal.

The Board shall maintain the program of extracurricular activities at no cost to participating students, except that:

1. Students may assume all or part of the costs for travel and attendance at extracurricular events and trips.
2. Where eligibility requirements are necessary or desirable, the Board shall ~~**be informed and must approve the establishment of eligibility standards before they are operable.**~~ **determine the standards for eligibility to be met by all students participating in an extracurricular activity.**[4][9]

The Board directs that no student may participate in extracurricular activities who has not:

1. **Met the requirements for academic eligibility.**[4]
2. **Complied with the requirements of applicable Board policies and administrative regulations.**[10][11][12]
3. **Attended school regularly.**[13]
4. **Been in attendance on the day of the activity, event or practice for the hours required.**
5. **Returned all school equipment previously used as directed.**
6. **Adhered to other applicable conduct standards.**

Off-Campus Activities

~~**This policy shall also apply to student**~~ **Student** conduct that occurs off school property and would otherwise violate the Code of Student Conduct if any of the following circumstances exist~~:~~ **or during nonschool hours shall be addressed in accordance with the provisions of the student discipline policy regarding on and off-campus activities.**[12]

1. The conduct occurs during the time the student is traveling to and from school or traveling to and from school-sponsored activities, whether or not via school District furnished transportation.
2. The student is a member of an extracurricular activity and has been notified that particular off-campus conduct could result in exclusion from such activities.
3. Student expression or conduct materially and substantially disrupts the operations of the school, or the administration reasonably anticipates that the expression or conduct is likely to materially and substantially disrupt the operations of the school.
4. The conduct has a direct nexus to attendance at school or a school-sponsored activity, for example, a transaction conducted outside of school pursuant to an agreement made in school that would violate the Code of Student Conduct if conducted in school.
5. The conduct involves the theft or vandalism of school property.
6. There is otherwise a nexus between the proximity or timing of the conduct in relation to the student's attendance at school or school-sponsored activities.

Delegation of Responsibility

Each school year, prior to participation in an athletic activity, every student athlete and ~~**the student athlete's**~~ **their** parent/guardian shall sign and return the acknowledgment of receipt and review of the following:**[2]**[10][11][14]

1. Concussion and Traumatic Brain Injury Information Sheet.
2. Sudden Cardiac Arrest Symptoms and Warning Signs Information Sheet**, that includes information about electrocardiogram testing**.

The Superintendent or ~~**the Superintendent's**~~ designee shall develop ~~**policies**~~ **administrative regulations** to implement the extracurricular activities program.

~~**All student groups shall adhere to Board policy and administrative regulations.**~~

~~**At the request of the Board, an ad hoc committee comprised of administration and staff shall be established with the purpose of recommending parameters and policies to the Board concerning Extra Duty Responsibilities.**~~

Guidelines

Guidelines shall ensure that the program of extracurricular activities:

1. Assesses the needs and interests of~~,~~ and is responsive to, District students.
2. Invites the participation of parents/guardians and **the** community in developing extracurricular activities. Such participation shall be in accordance with the Equal Access Act.**[3]**
3. Involves students in developing and planning extracurricular activities.

4. Ensures provision of competent guidance and supervision by staff.
5. Guards against exploitation of students.
6. Provides a variety of experiences and diversity of organizational models.
7. Provides for continuing evaluation of the program and its components.
8. Ensures that all extracurricular activities are open to all students**, without discrimination,** and that all students are fully informed of the opportunities available to them.[15][16]

Equal Access Act

~~**The District shall provide secondary students the opportunity for noncurriculum-related student groups to meet on the school premises during noninstructional time for the purpose of conducting a meeting within the limited open forum on the basis of religious, political, philosophical, or other content of the speech at such meetings. Such meetings must be voluntary, student-initiated, and not sponsored in any way by the school, its agents or employees.**~~

~~**Noninstructional time is the time set aside by the school before actual classroom instruction begins, after actual classroom instruction ends, or during the lunch hour.**~~

~~**The meetings of student groups cannot materially and substantially interfere with the orderly conduct of the educational activities in the school.**~~

~~**The Superintendent or the Superintendent's designee shall establish the length of sessions, number of sessions per week, and other limitations deemed reasonably necessary for the orderly conducting of noncurriculum-related to student groups.**~~

~~**The District retains the authority to maintain order and discipline on school premises in order to protect the well-being of students and employees and to ensure that student attendance at such meetings is voluntary.**~~

Legal Footnotes

[1] Citation details unavailable
LEGAL REFERENCE

[2] Citation details unavailable
LEGAL REFERENCE

[3] Citation details unavailable
LEGAL REFERENCE

[4] Citation details unavailable
LEGAL REFERENCE

[5] Citation details unavailable
LEGAL REFERENCE

[7] Citation details unavailable
LEGAL REFERENCE

[8] **Citation details unavailable**
LEGAL REFERENCE

Legal References

No additional references listed.

BOARD POLICY

122-1-DRAFT-NEW-2 Noncurriculum-Related, Nonschool-Sponsored, Student-Initiated Groups Draft (New)

POLICY NUMBER	VERSION	DOCUMENT STATUS	PRINTED
122-1-DRAFT-NEW-2	v1.1	DRAFT	9/2/2026

Purpose

The district, by making a limited open forum available, provides the opportunity for noncurriculum-related, nonschool-sponsored, student-initiated groups of secondary students to meet, without discrimination, on school district premises during noninstructional time for the purpose of conducting a meeting regardless of the religious, political, philosophical or other content of the speech at such meetings.[1] [2] [3]

Definitions

Noninstructional time - the time set aside by the school before actual classroom instruction begins, after actual classroom instruction ends or during time designated for lunch.

Limited open forum - a public secondary school has a limited open forum whenever such school grants an offering to or opportunity for one or more noncurriculum-related student groups to meet on school premises during noninstructional time.[1]

Noncurriculum-related student group - any student-initiated group that does not directly relate to the body of courses offered by the district.[4]

Sponsorship - the act of promoting, leading or participating in a meeting. The assignment of a teacher, administrator or other school employee to a meeting for custodial purposes does not constitute sponsorship of the meeting.[5]

Authority

Meetings of noncurriculum student groups (student groups) must be voluntary, student-initiated and conducted in accordance with applicable state and federal laws, regulations, Board policies and school rules.[1] [2] [3] [6]

Such meetings must not be under the sponsorship of the school district, its agents or employees.[1]

The meetings of student groups cannot materially and substantially interfere with the orderly conduct of the educational activities in the school.[1]

Availability and assignment of facilities, supplies and equipment necessary, including access to district-controlled methods of communication such as bulletin boards, a public-address system, and advertisements in the school newspaper, to conduct such meetings shall be provided in accordance with the Equal Access Act. [1]

Delegation of Responsibility

The Superintendent or designee may establish standard procedures regarding the length of meetings, permissible number of meetings per week and other limitations deemed reasonably necessary.

The Superintendent or designee will designate areas within district buildings and outside areas authorized for meetings of student groups. Access to areas which have not been designated as meeting spaces by the Superintendent or designee is prohibited.

A district employee will be assigned to attend and monitor each student group meeting. Monitors will attend the meetings in a nonparticipatory capacity for the purpose of maintaining order. The assignment of a monitor does not constitute sponsorship of the student group or meeting.[1]

District employees will not be required to attend any meeting where the content of the speech is contrary to their beliefs.[1]

District administrators and staff retain the authority to:[1]

1. **Maintain order and discipline on district premises.**
2. **Protect the well-being of students and employees.**
3. **Assure the attendance of students at such meetings is voluntary.**

Guidelines

Students seeking permission to form a student group to meet during noninstructional time must submit a written request to the building principal on the designated district form.

All activities of the student group must be led by the student members of the group. The meetings and activities may not be directed, conducted, controlled or regularly attended by individuals from outside the school.[1]

Guests may be invited but may not be regular participants in the student meetings. All guests must comply with Board policy regarding school visitors.[7]

Materials prepared for dissemination on district premises must comply with the provisions of Board policy relating to the dissemination of materials.[8]

Public funds may not be used for the operation of the meetings beyond the incidental cost of providing the space for the group to meet.

The student group may not be advertised as a school-sponsored activity. All announcements and disseminated materials must include a disclaimer of school sponsorship or endorsement.

Students in violation of this policy and applicable rules may result in loss of the right to meet on school premises and/or disciplinary action. [6]

Legal Footnotes

[1] 20 U.S.C. 4071
LEGAL REFERENCE

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

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

[4] Board of Education of Westside Community Schools v. Mergens, 496 U.S. 226 (1990)
LEGAL REFERENCE

[5] 20 U.S.C. 4072
LEGAL REFERENCE

[6] Pol. 218 — Student Discipline
POLICY REFERENCE

[7] Pol. 907 — School Visitors
POLICY REFERENCE

[8] Pol. 220 — Student Expression/Distribution and Posting of Materials
POLICY REFERENCE

Legal References

Additional References

1949 Act 14
LEGAL REFERENCE

1949 Act 14
LEGAL REFERENCE

BOARD POLICY

805.1-DRAFT-2 Relations With Law Enforcement Agencies Draft

POLICY NUMBER	VERSION	DOCUMENT STATUS	PRINTED
805.1-DRAFT-2	v1.4	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) 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 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

805-DRAFT-2 Emergency Preparedness and Response Draft

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

Purpose

The Board recognizes its responsibility for the safety of students, staff, visitors and facilities. Therefore, the Board shall provide ~~the~~ facilities, equipment and training necessary to ~~to minimize the effects of all~~ **to protect against** hazards and emergencies, including but not limited to natural disasters, hazardous chemicals, fires, weapons, bomb threats, intruders, terrorism, communicable diseases and pandemics. **Advance planning, training, practice and comprehensive implementation are key components in protecting the safety and security of the school community.** [1]

~~Advance planning, training, practice and comprehensive implementation are key components in protecting the safety and security of the school community.~~

Authority

The district, in cooperation with the county Emergency Management Agency and the Pennsylvania Emergency Management Agency (PEMA), shall develop and implement a comprehensive disaster response and emergency preparedness plan, consistent with the guidelines developed by PEMA and other applicable state requirements.[2][3]

The Board shall also utilize the resources of and comply with the requirements of the Pennsylvania Department of Health, the Pennsylvania Department of Education and law enforcement agencies. [4]

The Board requires that emergency preparedness, emergency evacuation and school security drills be conducted at intervals required by state law.[3][5][6]

Definitions

School security drill – a planned exercise, other than a fire drill or natural disaster drill, designed to practice procedures to respond to an emergency situation that may include, but is not limited to, an act of terrorism, armed intruder situation or other violent threat.[5]

School Safety and Security Assessment – a strategic evaluation of a school entity's facilities and programs used to identify potential safety and security threats.[7]

Delegation of Responsibility

The Superintendent or ~~**the Superintendent's**~~ designee shall collaborate with relevant stakeholders, including parents/guardians, students, staff, community agencies, ~~**local**~~ law enforcement agencies and first responders, during the development and implementation of the emergency preparedness plan.

The Superintendent or ~~**the Superintendent's**~~ designee shall implement a communication system to notify parents/guardians of the evacuation or sheltering of students and to alert the entire school community when necessary.

Annually, on or before April 10, the Superintendent shall certify that emergency evacuation drills and school security drills have been conducted in the manner prescribed by law.[5]

In accordance with state law and regulations, the Superintendent shall execute a memorandum of understanding with each ~~**local police department**~~ **law enforcement agency** that has jurisdiction over school property.**[4]**[8][9][10]

The Board directs the Superintendent or designee to periodically complete a School Safety and Security Assessment in accordance with the provisions of law and established criteria, based on the needs of the district and availability of funding and resources.[7][11]

Guidelines

Emergency Planning

The emergency preparedness plan shall be accessible in each district building, be reviewed at least annually, and **be** modified as necessary. A copy of the plan shall be made accessible to the county Emergency Management Agency, each ~~**local police department**~~ **law enforcement agency** and each local fire department ~~**with**~~ **that have** jurisdiction over ~~**the**~~ school property. The district shall obtain assurances from each appropriate agency that the emergency preparedness plan will be safeguarded and maintained confidentially.[2][3][9]

Appropriate information regarding the emergency preparedness plan shall be communicated to students, parents/guardians, staff, the community and other relevant stakeholders.

Annually, by September 30, the district shall assemble information required to assist ~~**local police**~~ **law enforcement agencies** and fire departments in responding to an emergency. The required information shall be deployed immediately to the Incident Command Post in the event of an emergency **incident** or disaster.[2][3]**[4]**

Schools and school buses or transportation vehicles owned or leased by the district shall be made available to local, county and state officials for emergency planning and exercises.[3]

Continuity of Student Learning/Core Operations

In the event of an emergency, local, county or state officials may require that schools be made available to serve as mass-care facilities. Local, county or state officials may also utilize district-owned buses and other transportation vehicles. The Superintendent or ~~**Superintendent's**~~ designee shall determine whether schools shall be closed, or the ~~**education**~~ **educational** program suspended, to safeguard student and staff health and safety.[3] **[12]**

State officials may also direct schools to close in order to mitigate the spread of infection or illness in designated emergencies.[13]

The district shall make provisions in the emergency preparedness plan and any applicable health and safety plan for the continuity of student learning during school closings or excessive absences, in accordance with law. ~~**These alternatives**~~ **This** may include, as appropriate, activities qualifying as instructional days **or hours** for fulfilling the minimum required days **or hours** of instruction under the law. Instructional activities may include:[14][15][16][17][18][19] **[20]**

1. Web-based ~~**distric**~~t instruction.
2. Mailed lessons and assignments.
3. **Instruction via local television or radio stations.**

The continuity of core operations such as payroll and ongoing communication with staff, students and parents/guardians shall be an essential part of the emergency preparedness plan.

Education and Training

Students and staff members shall be instructed and shall practice how to respond appropriately to emergency situations.[5][6][21]

Effective infection control and prevention education and procedures, such as frequent hand washing and cough/sneeze etiquette, shall be encouraged continually to help limit the spread of germs at district schools. **[22]** **[23]**

The district shall provide mandatory training for school staff on school safety and security, in accordance with law and the standards specified by the state's ~~**Safety and Security Committee. Training shall address any combination of one (1) or more of the following areas**~~ **School Safety and Security Committee**:[21][24] **[25]** **[26]**

1. Two (2) hours of required training addressing any combination of one (1) or more of the following areas shall be completed each year, in person or virtually:
   a. Situational awareness.
   b. Trauma-informed approaches. **[25]** **[27]**
   c. Behavioral health awareness.
   d. Suicide and bullying awareness. **[28]** **[29]**
   e. Substance use awareness. **[30]** **[31]**

2. One (1) hour of **required** training in the following areas shall be completed each year:
   a. Emergency training drills, including fire, natural disaster, active shooter, hostage situation and bomb threat. This training must be conducted in person. **[32]**
   b. Identification or recognition of student behavior that may indicate a threat to the safety of the student, other students, school employees, other individuals, school facilities, or the community. This training may be conducted in person or virtually.[33] **[34]**

The required school safety and security training shall be credited toward professional education requirements, in accordance with law and the district's Professional Education Plan. [21] **[25]** [35]

~~**Employees are required to complete a minimum of three (3) hours of training every (5) years, as indicated in policy.**~~

Required Drills

Emergency Preparedness Drill -

~~**At least annually, all District schools**~~ The Board directs district schools to conduct a disaster response or emergency preparedness plan drill at least annually, ~~**shall conduct a disaster response or emergency preparedness plan drill**~~ in accordance with the provisions of law.[3]

Fire Drills -

The Board directs each district school to conduct fire drills at least once a month during the school year, in accordance with the provisions of law.[5][6]

School Security Drills -

The Board directs each district school to conduct a school security drill within ninety (90) days of the beginning of each school year. The school security drill shall be conducted while school is in session, with students present.[5]

The school security drill ~~**shall be conducted while school is in session, with students present. The school security drill**~~ may take the place of a fire drill for the month in which it is conducted.

The Superintendent or designee may conduct additional school security drills in district schools after the first ninety (90) days of the school year. Up to two (2) additional school security drills per school year may be conducted in place of the required fire drills for the month in which they are conducted.[5]

The Superintendent or ~~**Superintendent's**~~ designee shall:[5]

1. Oversee instruction and training of students and school employees in procedures for conducting school security drills and responding to emergency situations.
2. Notify and request assistance from local law enforcement and the emergency management agency prior to conducting a school security drill.

3. Notify parents/guardians of the students attending the school building where the school security drill is scheduled in advance of conducting the drill.

Bus Evacuation Drills -

Bus evacuation and safety drills shall be conducted ~~**at least**~~ twice a year, in accordance with the provisions of law.[5][36]

Safe2Say Something Program

The Board directs the Superintendent or the ~~**Superintendent's**~~ designee to develop procedures for assessing and responding to reports received from the Safe2Say Something anonymous reporting program, in accordance with law. The procedures shall establish a framework within which district administration and staff will respond to program reports, coordinate with the county emergency dispatch center(s) and ~~**local**~~ law enforcement, and provide appropriate assessment and response for the safety and security of students, staff and school facilities, in accordance with applicable law and Board policy and administrative regulations. **[4]** **[26]** **[32]** **[34]** [3

False alarms – 18 Pa. C.S.A. Sec. 4905, 4906

Legal Footnotes

[1] **Pol. 705 — Facilities and Workplace Safety**
POLICY REFERENCE

[2] **22 PA Code 10.24**
LEGAL REFERENCE

[3] **35 Pa. C.S.A. 7701**
LEGAL REFERENCE

[4] **Pol. 805.1 — Relations With Law Enforcement Agencies**
POLICY REFERENCE

[5] **24 P.S. 1517**
LEGAL REFERENCE

[6] **24 P.S. 1518**
LEGAL REFERENCE

[7] **24 P.S. 1301-B**
LEGAL REFERENCE

[8] **22 PA Code 10.11**
LEGAL REFERENCE

[9] **24 P.S. 1306.2-B**
LEGAL REFERENCE

[10] **24 P.S. 1319-B**
LEGAL REFERENCE

[11] **24 P.S. 1303-B**
LEGAL REFERENCE

[12] **Pol. 804 — School Day**
POLICY REFERENCE

[13] **35 Pa. C.S.A. 7301**
LEGAL REFERENCE

[14] **24 P.S. 133**
LEGAL REFERENCE

[15] **24 P.S. 520.1**
LEGAL REFERENCE

[16] **24 P.S. 1501**
LEGAL REFERENCE

[17] **24 P.S. 1505**
LEGAL REFERENCE

[18] **24 P.S. 1506**
LEGAL REFERENCE

[19] **22 PA Code 11.2**
LEGAL REFERENCE

[20] **Pol. 803 — School Calendar**
POLICY REFERENCE

[21] **24 P.S. 1310-B**
LEGAL REFERENCE

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

[23] **Pol. 203.1 — HIV Infection**
POLICY REFERENCE

[24] **24 P.S. 102**
LEGAL REFERENCE

[25] **Pol. 333 — Professional Development**
POLICY REFERENCE

[26] **Pol. 805.2 — School Security Personnel**
POLICY REFERENCE

[27] **Pol. 146.1 — Trauma-Informed Approach**
POLICY REFERENCE

[28] **Pol. 249 — Bullying/Cyberbullying**
POLICY REFERENCE

[29] **Pol. 819 — Suicide Awareness, Prevention and Response**
POLICY REFERENCE

[30] **Pol. 227 — Controlled Substances**
POLICY REFERENCE

[31] **Pol. 351 — Drug and Substance Abuse**
POLICY REFERENCE

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

[33] **24 P.S. 1302-E**
LEGAL REFERENCE

[34] **Pol. 236.1 — Threat Assessment**
POLICY REFERENCE

[35] **24 P.S. 1205.2**
LEGAL REFERENCE

[36] **75 Pa. C.S.A. 4552**
LEGAL REFERENCE

Legal References

No additional references listed.

BOARD POLICY

218-1-DRAFT-2 Weapons Draft

POLICY NUMBER	VERSION	DOCUMENT STATUS	PRINTED
218-1-DRAFT-2	v1.2	DRAFT	9/2/2026

Purpose

The Board recognizes the importance of a safe school environment relative to the educational process. Possession of weapons in the school setting is a threat to the safety of students and staff and is prohibited by law.

Definitions

Weapon - the term shall include but **is** not ~~**be**~~ limited to any knife, cutting instrument, cutting tool, nunchaku, firearm, shotgun, rifle, replica of a weapon **and** any other tool, instrument or implement capable of inflicting serious bodily injury.[1][2]

Possession - a student is in possession of a weapon when the weapon is found on the person of the student; in the student's locker or assigned storage area; or under the student's control while on school property, on property being used by the school, at any school function or activity, at any school event held away from the school or while the student is ~~**traveling to or from**~~ **coming to or from school.**

Authority

The Board prohibits students from possessing and bringing weapons and replicas of weapons into any ~~**school**~~ district buildings, onto school property, to any school-sponsored activity, ~~**and**~~ onto any public vehicle providing transportation to or from school or a school-sponsored activity, ~~**and/or while the student is traveling to or from school**~~ or while the student is coming to or from school.[2] **[3]**

The Board shall expel for a period of not less than one (1) year any student who violates this weapons policy. Such expulsion shall be given in conformance with formal due process proceedings required by law and Board policy.[2] **[4]** **[5]**

The Superintendent may recommend modifications of such expulsion requirement on a case-by-case basis.[2]

In the case of a student with a disability, including a student for whom an evaluation is pending, the district shall take all steps required to comply with state and federal laws and regulations, the procedures set forth in the memorandum of understanding with law enforcement and Board policies.[2] **[4]** [6][7] **[8]** **[9]** **[10]** **[11]**

~~**If a student is expelled for making a weapons violation, the Board may require, prior to readmission, that the student provide competent and credible evidence that the student does not pose a risk of harm to others.**~~

~~**In the case of a student with disabilities, the District shall take all steps required to comply with the Individuals with Disabilities Education Act (IDEA), Section 504 and Board policy.**~~

~~**The District shall not discriminate against a student for conduct that is a manifestation of the student's disability, however, as permitted by the IDEA, a student who is in possession of a weapon, as defined in the IDEA, may be unilaterally placed in an alternative setting for up to forty-five (45) days regardless of whether the conduct was found to be a manifestation of the student's disability.**~~

In the case of a student with a disability, including a student for whom an evaluation is pending, the district shall take all steps required to comply with state and federal laws and regulations, the procedures set forth in the memorandum of understanding with law enforcement and Board policies.

Delegation of Responsibility

The Superintendent or designee shall react promptly to information and knowledge concerning possession of a weapon ~~**on school property**~~. Such action shall be in compliance with state law and regulations and with the procedures set forth in the memorandum of understanding with the ~~**local**~~ law enforcement ~~**officials**~~ **agency that has jurisdiction over the school's property, and the district's emergency preparedness plan**. **[11]** **[12]**[13] **[14]**

When the behavior of a student in possession of a weapon 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.[15] **[16]**

Reporting

Law Enforcement Incident Report -

The Superintendent or designee shall immediately report incidents involving weapons 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 ~~**local police department**~~ law enforcement agency that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with ~~**local**~~ law enforcement and Board policies.[2] **[11]** [13][17][18][19]

Parental Report - Direct Involvement -

The Superintendent or designee shall notify the parent/guardian of any student directly involved in an incident involving weapons as a victim or suspect immediately, as soon as practicable. The Superintendent or designee shall inform the parent/guardian whether or not the ~~**local police department**~~ law enforcement agency that has jurisdiction over the school property has been or may be notified of the incident. The Superintendent or designee shall document attempts made to reach the parent/guardian. **[11]** **[12]**[18][20]

Additional Parental and Employee Notifications -

The Superintendent or designee shall, in accordance with applicable law, ensure notification of an incident involving possession of a weapon on school property, at a school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity, to employees and parents/guardians of students, as follows:[12][21]

1. **Incident occurring at a school building - Notification to parents/guardians of students enrolled in or attending that school building and school employees assigned to that building.**

2. **Incident occurring at a school building that shares a campus with other school buildings - Notification to parents/guardians of students enrolled or attending and school employees assigned to any building on the shared campus.**

3. **Incident occurring at a school-sponsored activity or on a public conveyance providing transportation to or from a school or school-sponsored activity - Notification to the appropriate population of parents/guardians and school employees. Notification is not required if the incident is not directly related to the school-sponsored activity or the students or staff involved in the activity.**

Such notification(s) must occur within twenty-four (24) hours of the incident using a method of communication likely to reach designated parents/guardians and employees, unless the circumstances of the incident necessitate otherwise.[12]

Annual School Safety and Security Incidents Report -

In accordance with state law, the Superintendent shall annually, by July 31, report all incidents involving possession of a weapon to the ~~**Office of Safe School**~~ PA Department of Education on the required form ~~**in accordance with state law and regulation**~~. **[11]**[13][17]

Guidelines

The building principal shall annually inform staff, students and parents/guardians about the Board policy prohibiting weapons and about their personal responsibility for the health, safety and welfare of the school community.

An exception to this policy may be made by the Superintendent, in accordance with law, who shall prescribe special conditions or administrative regulations to be followed.[2]

In accordance with federal law, possession or discharge of a firearm in, on, or within 1,000 feet of school grounds is prohibited. Violations shall be reported to the appropriate law enforcement agency.[22][23]

Transfer Students

When the district receives a student who transfers from a public or private school during an expulsion period for an offense involving a weapon, the district may assign that student to an alternative assignment or may provide alternative education, provided the assignment does not exceed the expulsion period.[2] **[24]**

NOTES:

Gun-Free School Zone Act was found unconstitutional – change language to read "In accordance with federal law…" and keep cites to 18 U.S.C. Sec. 921, 922.

Legal Footnotes

[1] **24 P.S. 1301-A**
LEGAL REFERENCE

[2] **24 P.S. 1317.2**
LEGAL REFERENCE

[3] **Pol. 218 — Student Discipline**
POLICY REFERENCE

[4] **Pol. 113.1 — Discipline of Students With Disabilities**
POLICY REFERENCE

[5] **Pol. 233 — Suspension and Expulsion**
POLICY REFERENCE

[6] **20 U.S.C. 1400**
LEGAL REFERENCE

[7] **22 PA Code 10.23**
LEGAL REFERENCE

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

[9] **Pol. 113.2 — Screening and Evaluations for Students With Disabilities**
POLICY REFERENCE

[10] **Pol. 113.3 — Behavior Support**
POLICY REFERENCE

[11] **Pol. 805.1 — Relations With Law Enforcement Agencies**
POLICY REFERENCE

[12] **24 P.S. 1303.2-A**
LEGAL REFERENCE

[13] **24 P.S. 1319-B**
LEGAL REFERENCE

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

[15] **24 P.S. 1302-E**
LEGAL REFERENCE

[16] **Pol. 236.1 — Threat Assessment**
POLICY REFERENCE

[17] **24 P.S. 1306.2-B**
LEGAL REFERENCE

[18] **22 PA Code 10.2**
LEGAL REFERENCE

[19] **22 PA Code 10.21**
LEGAL REFERENCE

[20] **22 PA Code 10.25**
LEGAL REFERENCE

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

[22] **18 U.S.C. 921**
LEGAL REFERENCE

[23] **18 U.S.C. 922**
LEGAL REFERENCE

[24] **Pol. 200 — Enrollment of Students**
POLICY REFERENCE

Legal References

No additional references listed.

BOARD POLICY

204-DRAFT-2 Attendance -Draft

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

Purpose

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

Authority

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

Definitions

~~**For the purposes of this policy, the following definitions shall apply.**~~ **Compulsory school age** shall mean the period of a student's life from the time the student's person in parental relation elects to have the student enter school, which shall be no later than ~~**eight (8) years of age**~~ **six (6) years of age**, until the student reaches ~~**seventeen**~~ **eighteen (18)** years of age. ~~**Beginning with the academic year 2020–2021 compulsory school age shall mean no later than age six (6) until age eighteen (18).**~~ The term does not include a student who holds a certificate of graduation from a regularly accredited, licensed, registered or approved high school.[8][9]

Habitually truant shall mean six (6) or more school days of unexcused absences during the current school year by a student subject to compulsory school attendance.[8]

Truant shall mean having incurred three (3) or more school days of unexcused absences during the current school year by a student subject to compulsory school attendance.[8]

Person in parental relation shall mean a:[8]

1. Custodial biological or adoptive parent.
2. Noncustodial biological or adoptive parent.

3. Guardian of the person of a student.

4. Person with whom a student lives and who is acting in a parental role of a student.

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

School-based or **community-based attendance improvement program** shall mean a program designed to improve school attendance by seeking to identify and address the underlying reasons for a student's absences. The term may include an educational assignment in an alternative education program, provided the program does not include a program for disruptive youth established pursuant to Article XIX-C of the Pennsylvania Public School Code.[8]

Delegation of Responsibility

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

The Superintendent or designee, in coordination with the building principal, shall be responsible for the implementation and enforcement of this policy.

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

1. Govern the ~~**keeping of attendance records in accordance with state statutes**~~ maintenance of attendance records in accordance with law.[12][13]
2. Detail the process for submission of requests and excuses for student absences.
3. ~~**Distribute annually to staff, students, and parents/guardians Board policies and school rules and regulations governing student attendance, absences and excusals.**~~

   Detail the process for written notices, School Attendance Improvement Conferences, School Attendance Improvement Plans, and referrals to a school-based or community-based attendance improvement program, the local children and youth agency, or the appropriate magisterial district judge.

4. ~~**Impose on truant students appropriate incremental disciplinary measures for infractions of school rules, but no penalty may have an irredeemably negative effect on the student's record beyond that which naturally follows absence from classroom learning experiences.**~~

   Clarify the district's responsibility for collaboration with nonpublic schools in the enforcement of compulsory school attendance requirements.

5. ~~**Identify the habitual truant, investigate the causes of truant behavior, and consider modification of the student's educational program to meet particular needs and interests.**~~

Ensure that students legally absent have an opportunity to make up work.

6. ~~**Issue written notice to any person in parental relation who fails to comply with the compulsory attendance statute, within three (3) days of any proceeding brought under that statute.**~~

7. ~~**Such notice shall inform the person in parental relation of the date(s) the absence occurred, that the absence was unexcused and in violation of law, that the person in parental relation is being notified and informed of his/her liability under law for the absence of the student, and that further violation during the school term may be prosecuted without notice.**~~

   ~~**Repeated infractions of Board policy requiring the attendance of enrolled students may constitute misconduct and disobedience to warrant the student's suspension or expulsion from the regular school program.**~~

Guidelines

Compulsory School Attendance Requirements

All students of compulsory school age who reside in the district shall be subject to the compulsory school attendance requirements.[2]

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

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

1. On certification by a physician or submission of other satisfactory evidence and on approval of the Department of Education, children who are unable to attend school or apply themselves to study for mental, physical or other reasons that preclude regular attendance.[3][4][21]

2. Students enrolled in nonpublic or private schools in which the subjects and activities prescribed by law are taught.[2][22] ~~**except that such students and students attending college who are also enrolled part-time in the District schools shall be counted as being in part-time attendance in this District.**~~
3. **Students attending college who are also enrolled part-time in district schools.**[23]

4. Students attending a home education program or private tutoring in accordance with law.[2]**[18]**[24][25][26]**[27]**

5. Students fifteen (15) or sixteen (16) years of age whose enrollment in private trade or business schools has been approved.[2]

6. Students fifteen (15) years of age, as well as students fourteen (14) years of age who have completed the ~~**sixth grade**~~ highest elementary grade, ~~**who are**~~ engaged in farm work or private domestic service under duly issued permits.[4]

7. Students sixteen (16) years of age regularly engaged in useful and lawful employment during the school session and holding a valid employment certificate. Regularly engaged means thirty-five (35) or more hours per week of employment.[4][15]

   ~~**Students attending a home education program or private tutoring in accordance with law.[9]**~~[18]~~**[24][25][26]**~~[27]

Excused/Lawful Absence

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

1. Illness, including if a student is dismissed by designated district staff during school hours for health-related reasons.[3][6]
2. **Obtaining professional health care or therapy service rendered by a licensed practitioner of the healing arts in any state, commonwealth or territory.**[3]
3. Quarantine.
4. Family emergency.
5. Recovery from accident.
6. Required court attendance.

   ~~**Family educational trips.**~~

7. Death in family.
8. Participation in a project sponsored by a statewide or countywide 4-H, FFA or combined 4-H and FFA group, upon prior written request.[1][3]
9. Observance of a religious holiday observed by a bona fide religious group, upon prior written request from the person in parental relation.[28]
10. Nonschool-sponsored educational tours or trips, if the following conditions are met:[3][29]
    a. The person in parental relation submits the required documentation for excusal prior to the absence, within the appropriate timeframe.
    b. The student's participation has been approved by the Superintendent or designee.
11. College or postsecondary institution visit, with prior approval.
12. Other urgent reasons that may reasonably cause a student's absence, as well as circumstances related to homelessness, foster care and other forms of educational instability.[3][6][30]

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

Temporary Excusals –

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

1. Students receiving tutorial instruction in a field not offered in the district's curricula from a properly qualified tutor approved by the Superintendent, when the excusal does not interfere with the student's regular program of studies.[2][14]**[18]**

2. ~~**Homebound children unable to attend school on the recommendation of the school physician and the school psychologist or a psychiatrist or both and with the approval of the Secretary of Education.**~~

   ~~**The District shall, upon written request of the parents/guardians, release from attendance**~~ Students participating in a religious instruction program, ~~**acknowledged by the Board**~~ if the following conditions are met:[28][31]

2.
   a. The person in parental relation submits a written request for excusal. The request shall identify and describe the instruction, and the dates and hours of instruction.
   b. ~~**Such instruction shall not require the**~~ The student shall not miss more than thirty-six (36) hours per school year in order to attend classes for religious instruction ~~**and its organizers must inform the District of the child's attendance record.**~~
   c. Following each absence, the person in parental relation shall submit a statement attesting that the student attended the instruction, and the dates and hours of attendance.

3. ~~**Students enrolled in special schools conducted by the Bucks County Intermediate Unit or the Department of Education.**~~

   School age children unable to attend school upon recommendation of the school physician and a psychiatrist or school psychologist, or both, and with approval of the Secretary of Education.[21]

   ~~**The Board shall not provide transportation to religious instruction.**~~

   ~~**A penalty shall not be attached to an unexcused absence for religious instruction.**~~

Parental Notice of Absence –

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

A maximum of ten (10) days of cumulative lawful absences verified by parental notification shall be permitted during a school year. All absences beyond ten (10) cumulative days shall require an excuse from a licensed practitioner of the healing arts.

Unexcused/Unlawful Absence

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

An out-of-school suspension may not be considered an unexcused absence.[8]

Parental Notification –

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

Enforcement of Compulsory Attendance Requirements

Student is Truant –

When a student has been absent for three (3) days during the current school year without a lawful excuse, district staff shall provide notice to the person in parental relation who resides in the same household as the student within ten (10) school days of the student's third unexcused absence.[32]

The notice shall:[32]

1. Include a description of the consequences if the student becomes habitually truant;

2. Be in the mode and language of communication preferred by the person in parental relation **and:**

    a. **Include notice that a habitually truant student may not transfer, during the school year, to a cyber charter school unless a judge determines that the transfer is in the best interest of the student; and**
    b. **Include resources available to assist the student and the person in parental relation with returning the student to compliant compulsory attendance and opportunities for academic recovery in response to the truant behavior.**

When **the notice is** transmitted to a person who is not the biological or adoptive parent, **it shall** also be provided to the student's biological or adoptive parent, if the parent's mailing address is on file with the school and the parent is not precluded from receiving the information by court order.**[32]**

The notice may include the offer of a School Attendance Improvement Conference.[32]

If the student incurs additional unexcused absences after issuance of the notice and a School Attendance Improvement Conference was not previously held, district staff shall offer a School Attendance Improvement Conference.[32]

School Attendance Improvement Conference (SAIC) –

District staff shall notify the person in parental relation in writing and by telephone of the date and time of the SAIC.[32]

The purpose of the SAIC is to examine the student's absences and reasons for the absences in an effort to improve attendance with or without additional services.[8]

The following individuals shall be invited to the SAIC:[8]

1. The student.
2. The student’s person in parental relation.

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

Neither the student nor the person in parental relation shall be required to participate, and the SAIC shall occur even if the person in parental relation declines to participate or fails to attend the scheduled conference.[32]

The outcome of the SAIC shall be documented in a written School Attendance Improvement Plan. The Plan shall be retained in the student's file. A copy of the Plan shall be provided to the person in parental relation, the student and appropriate district staff.[32]

The district may not take further legal action to address unexcused absences until the scheduled SAIC has been held and the student has incurred six (6) or more days of unexcused absences.[32]

Student is Habitually Truant –

When a student under fifteen (15) years of age is habitually truant, district staff:[33]

1. Shall refer the student to:
   a. A school-based or community-based attendance improvement program; or
   b. The local children and youth agency.

2. May file a citation in the office of the appropriate magisterial district judge against the person in parental relation who resides in the same household as the student.[33]

When a student fifteen (15) years of age or older is habitually truant, district staff shall:[33]

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

District staff may refer a student who is fifteen (15) years of age or older to the local children and youth agency, if the student continues to incur additional unexcused absences after being referred to a school-based or community-based attendance improvement program, or if the student refuses to participate in such program.[33]

Regardless of age, when district staff refer a habitually truant student to the local children and youth agency or file a citation with the appropriate magisterial district judge, district staff shall provide verification that the school held a SAIC.[33]

Unless a judge determines that it is in the student's best interest, a habitually truant student will not be permitted to transfer to a cyber charter school during the school year.[32]

Filing a Citation –

A citation shall be filed in the office of the appropriate magisterial district judge whose jurisdiction includes the school in which the student is or should be enrolled, against the student or person in parental relation to the student.[34]

Additional citations for subsequent violations of the compulsory school attendance requirements may only be filed against a student or person in parental relation in accordance with the specific provisions of the law.[34]

Special Needs and Accommodations

If a truant or habitually truant student may qualify as a student with a disability, and require special education services or accommodations, the Director of Special Education shall be notified and shall take action to address the student's needs in accordance with applicable law, regulations and Board policy.[16][35][36][37]

For students with disabilities who are truant or habitually truant, the appropriate team shall be notified and shall address the student's needs in accordance with applicable law, regulations and Board policy.[16][35][37]

Discipline

The district shall not expel or impose out-of-school suspension, disciplinary reassignment or transfer for truant behavior.

Legal Footnotes

[1] **22 PA Code 11.41**
LEGAL REFERENCE

[2] **24 P.S. 1327**
LEGAL REFERENCE

[3] **24 P.S. 1329**
LEGAL REFERENCE

[4] **24 P.S. 1330**
LEGAL REFERENCE

[5] **22 PA Code 11.23**
LEGAL REFERENCE

[6] **22 PA Code 11.25**
LEGAL REFERENCE

[7] **22 PA Code 12.1**
LEGAL REFERENCE

[8] **24 P.S. 1326**
LEGAL REFERENCE

[9] **22 PA Code 11.13**
LEGAL REFERENCE

[10] **42 Pa. C.S.A. 6302**
LEGAL REFERENCE

[11] **24 P.S. 510.2**
LEGAL REFERENCE

[12] **24 P.S. 1332**
LEGAL REFERENCE

[13] **24 P.S. 1339**
LEGAL REFERENCE

[14] **22 PA Code 11.22**
LEGAL REFERENCE

[15] **22 PA Code 11.28**
LEGAL REFERENCE

[16] **Citation details unavailable**
LEGAL REFERENCE

[17] **Citation details unavailable**
LEGAL REFERENCE

[18] **Citation details unavailable**
LEGAL REFERENCE

[19] **Citation details unavailable**
LEGAL REFERENCE

[20] **Citation details unavailable**
LEGAL REFERENCE

[21] **22 PA Code 11.34**
LEGAL REFERENCE

[22] **22 PA Code 11.32**
LEGAL REFERENCE

[23] **22 PA Code 11.5**
LEGAL REFERENCE

[24] **24 P.S. 1327.1**
LEGAL REFERENCE

[25] **22 PA Code 11.31**
LEGAL REFERENCE

[26] **22 PA Code 11.31a**
LEGAL REFERENCE

[27] **Citation details unavailable**
LEGAL REFERENCE

[28] **22 PA Code 11.21**
LEGAL REFERENCE

[29] **22 PA Code 11.26**
LEGAL REFERENCE

[31] **24 P.S. 1546**
LEGAL REFERENCE

[32] **24 P.S. 1333**
LEGAL REFERENCE

[33] **24 P.S. 1333.1**
LEGAL REFERENCE

[34] **24 P.S. 1333.2**
LEGAL REFERENCE

Legal References

Additional References

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LEGAL REFERENCE

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LEGAL REFERENCE

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LEGAL REFERENCE

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LEGAL REFERENCE

Pennsylvania Code & Bulletin citation
LEGAL REFERENCE

Pennsylvania Code & Bulletin citation
LEGAL REFERENCE

1949 Act 14
LEGAL REFERENCE

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Pennsylvania Code & Bulletin citation
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]

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 –

**Indicates actions for which 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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uscode.house.gov citation
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Pennsylvania General Assembly citation
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NEW HOPE-SOLEBURY SCHOOL DISTRICT

ADMINISTRATIVE REGULATION

APPROVED:

REVISED:

805.2-AR-0. SCHOOL SECURITY PERSONNEL TRAINING

School Resource Officers (SROs)

School Resource Officers (SROs), as defined in the law and Board policy, will meet the following training requirements specified in the law, and any additional requirements identified in the agreement between the school district and law enforcement agency.

Prior to entering upon assigned duties, the SRO must successfully complete **training for school security personnel in accordance with the standards** approved by the PA Commission on Crime and Delinquency (PCCD) **and with a provider approved in accordance with applicable law**.

SROs will be invited to complete district training on the use of positive behavior supports, de-escalation techniques and appropriate responses to behavior for students with disabilities, in accordance with law, regulations and Board policy.

School Security Guards

School security guards, as defined in the law and Board policy, will meet the following training requirements specified in the law, and any additional requirements established by the Board based on their status as a district employee or contracted services personnel.

Prior to entering upon assigned duties of the position, the school security guard must successfully complete **training for school security personnel in accordance with the standards** approved by the PA Commission on Crime and Delinquency (PCCD) **and with a provider approved in accordance with applicable law**.

School security guards must successfully complete district training on the use of positive behavior supports, de-escalation techniques and appropriate responses to behavior for students with disabilities, in accordance with law, regulations and Board policy.

Additional Training

In addition to completing the training and qualifications required by law for school security personnel, SROs and school security guards must meet the training requirements for school

district employees and/or contracted services personnel as required by Board policy, based upon their specific assignments and duties.

All school security personnel must satisfy the requirements of law and Board policy regarding mandatory background check requirements for criminal history and child abuse, as well as employment history review. (Pol. 304, 317, 805.2, 818)

The district may require school security personnel to complete additional training, based upon their specific assignments and duties, including but not limited to:

1. Mandatory training on child abuse recognition and reporting, in accordance with law and Board policy (required for school security personnel who have direct contact with children). (Pol. 806, 818)

2. School safety and security training, in accordance with law and Board policy (required for employees; recommended for contracted personnel). (Pol. 805)

3. Suicide awareness and prevention training and information, including information about risk factors, warning signs, response procedures, referrals and resources regarding youth suicide awareness and prevention, in accordance with Board policy. School security personnel designated to serve on a crisis response/intervention team may need additional training on suicide risk screening or assessment. (Pol. 819)

4. **Handling of personally identifiable information in student education records and confidential special education information of students with disabilities, in accordance with law and Board policy. (Pol. 113.1, 113.4, 216)**

5. Nondiscrimination and Title IX sexual harassment training for staff to prevent, identify and alleviate problems of discrimination, in accordance with law and Board policy. (Pol. 103, 103.1, 104)

6. Effectively responding to, intervening in and reporting incidents of student bullying, in accordance with law and Board policy. (Pol. 249)

7. **Safe2Say Something reporting and handling training, if designated as part of the district's Crisis Team, in accordance with law and district procedures. (Pol. 805)**

8. CPR/AED training as part of the district's Core Team, in accordance with Board policy. (Pol. 822)

9. **Administration of an emergency epinephrine auto-injector in response to a student believed to be experiencing an anaphylactic reaction, in accordance with law, PA Department of Health training and Board policy. (Pol. 210.1)**

10. **Administration of opioid antagonists, including PA Department of Health training on recognizing opioid-related overdoses, administering opioid antagonists and promptly seeking medical attention for drug overdoses, in accordance with law and Board policy.**

(Pol. 823)

11. Maintaining professional adult/student boundaries, in accordance with Board policy. (Pol. 824)

12. **School district procedures and currently applicable legal standards for conducting student searches by district staff, other than searches conducted by a law enforcement agency, in accordance with law and Board policy. (Pol. 226)**

13. **Infection control and universal precautions, including information on HIV infection, in accordance with Board policy. (Pol. 203.1, 314.1)**

14. **Dating violence education, in accordance with Board policy. (Pol. 252)**

15. **Working with homeless children and youth, as well as children in foster care, in accordance with Board policy. (Pol. 251)**

NEW HOPE-SOLEBURY SCHOOL DISTRICT

ADMINISTRATIVE REGULATION

APPROVED:

REVISED:

122.1-AR-1. **NONCURRICULUM-RELATED,** NONSCHOOL-SPONSORED STUDENT-**INITIATED** GROUP ACKNOWLEDGMENT FORM

Each participating student of a **noncurriculum-related,** nonschool-sponsored, student**-initiated** group will receive, at the time the student joins the group, a copy of the Board policy and administrative regulations governing the student group.

Each participating student and their parent/guardian must acknowledge that they have read, understand, and agree to abide by the applicable provisions of Board policy and administrative regulations by signing this form.

* * * * *

The **noncurriculum-related** student group's staff monitor ____(Name of Monitor)_____ reviewed the Board policy and administrative regulations with me and provided an opportunity to ask questions on _____(Date)_____.

I, _____, as a participant of the

_____(Fill in the Name of the Student Group)_____, have read the applicable Board policy and administrative regulations governing **noncurriculum-related** student groups.

I understand and agree to abide by the provisions of the applicable Board policy and administrative regulations and understand that if I violate those provisions, I could lose my right to participate in the group's meetings and activities and may be subject to disciplinary consequences.

_____ _____

Student Signature **Date**

_____ _____

Parent/Guardian Signature **Date**

NEW HOPE-SOLEBURY SCHOOL DISTRICT

ADMINISTRATIVE REGULATION

APPROVED:

REVISED:

122.1-AR-0. **NONCURRICULUM-RELATED,** NONSCHOOL-SPONSORED, STUDENT-**INITIATED** GROUPS

The following administrative regulations govern the registration and operation of **noncurriculum-related,** nonschool-sponsored, student-**initiated** groups at the secondary level.

Secondary schools in the district will grant access to student groups that request to meet for **noncurricular,** religious, political, or philosophical purposes under a limited open forum provided by the Equal Access Act.

Establishment of a limited open forum does not limit the authority of the school, the district, its agents, or its employees to maintain order and discipline on school premises; to protect the well-being of students and staff; and to assure that attendance of students at meetings is voluntary. A limited open forum is established when the school grants an opportunity for one (1) or more **noncurriculum-related** student groups to meet on school premises during noninstructional time.

Noninstructional time – means the time determined by the administration before actual classroom instruction begins or after actual classroom instruction ends, and **during time designated for lunch.** For purposes of determining the beginning and ending of the school day, the school will designate the first period in the day when the majority of the students attend class as the first period; the last period in the day will be the period that is the last class period for the majority of the students.

Noncurriculum-related student group – means any student-**initiated** group that does not directly relate to the **body of courses** offered by the school.

The school will be deemed to offer a fair opportunity for students to conduct meetings within a limited open forum if it uniformly ensures that:

1. The meeting is voluntary and student-initiated.

2. There is no sponsorship of the meeting by the school or any government, its agents or employees.

3. School employees are present only in a nonparticipatory capacity.

4. The meeting does not materially and substantially interfere with the orderly conduct of educational activities within the school.
5. Nonschool persons do not direct, conduct, control, or regularly attend activities of student groups.

Establishment of a limited open forum does not authorize the school or the district to:

1. Influence the form or content of any prayer or other religious activity.

2. Require any person to participate in prayer or other religious activity.

3. Expend public funds beyond the incidental cost of providing the space for the student-initiated meetings.

4. **Compel any school agent or employee to attend a meeting of the noncurriculum-related student group if the content of the speech at the meeting is contrary to the beliefs of the agent or employee.**

5. Sanction meetings that are otherwise unlawful.

6. Limit the rights of groups of students that are not of a specified numerical size.

7. Abridge the constitutional rights of any person.

Student religious groups and political clubs will be allowed to use school premises on the same basis as other **noncurriculum-related** student groups.

The building principal may approve a **noncurriculum-related** student group's use of facilities to conduct a meeting **within** the limited open forum, provided that:

1. The meeting will take place during noninstructional time, as determined by the **building** principal.

2. The meeting is voluntary and student-initiated. The **building** principal must be assured that students are the ones promoting such activities and are participating of their own volition. Only students enrolled in the school may request such meetings.

3. School authorities or district personnel do not promote, lead, or participate in such meetings. **Building** principals must assign personnel to monitor these meetings. This action does not constitute sponsorship of such meetings.

4. The presence of school authorities is for **monitoring** only, and such attendance is nonparticipatory in nature.

5. The activities or meetings **do not** substantially and materially interfere with the orderly conduct of regular instructional activities in the school.

6. Student meetings are not controlled, conducted, or directed by persons or groups not affiliated with the schools. Nonschool individuals may attend student meetings but not on a regular basis. The student who requested use of the school facility for a student meeting must receive approval from the **building** principal at least seven (7) days in advance for any

nonschool individual who will be attending the meeting and must state the purpose for attendance. All visitors must comply with Policy 907. School Visitors.

7. The meeting is open to all students without regard to race, color, religious creed, sex, sexual orientation, religion, ancestry, national origin or handicap/disability.

8. **Noncurriculum-related student** groups must apply for the use of school facilities for student meetings on the appropriate form. Approval or denial will be made by the **building** principal or designee.

9. Groups denied use of facilities may appeal the decision pursuant to Board Policy 906: Public Complaint **Procedures.**

10. Approved groups will not use the school name, school mascot name, district name or any name that might imply school or district sponsorship.

Staff Monitor

To ensure appropriate levels of safety, the district requires the presence of a staff monitor for all meetings and activities of student groups. If a student group is unable to secure a staff monitor, the district will ensure that one is provided. No school employee will be expected to attend or monitor a meeting if the content of the speech at the meeting is contrary to the employee's beliefs.

Meeting/Activity Announcements

The **building** principal will allow all student groups to have their meetings and activities announced through district media, such as bulletin boards, morning announcements on the P.A. system, school television program, school calendar, school newspaper, district website, and school hallways for announcement posters, subject to the following requirements:

1. Announcements for student group meetings and activities may only include the name of the group clearly identified as a student-initiated group; date, time, and place of the meeting or activity; and general subject of the meeting or activity.

2. All announcements must be submitted to the principal or designee at least one (1) school day in advance of the meeting or activity and must include a waiver stating that the meeting or activity is not sponsored by the school.

3. The principal or designee will ensure that all announcements adhere to these requirements and will decide how such announcements may be displayed and/or conveyed.

Dissemination of Policy/Regulations

A copy of pertinent Board policy and administrative regulations will be provided to the student members and staff monitors of all student groups upon initial registration and annually thereafter.

Each member of the student group will be asked to sign a statement indicating that they have read, understand, and agree to abide by Board policy and administrative regulations.

Violations

Any activity that would violate Board policy and/or discipline codes is prohibited on district property. Any student who engages in misconduct is subject to disciplinary action, including suspension and expulsion.

Any group that violates Board policy and/or administrative regulations may be subject to losing its right to meet on school premises, as otherwise guaranteed under the Equal Access Act.

Equal Treatment

The provisions of this administrative regulation will be applied equally to all **noncurriculum-related** student groups.

NEW HOPE-SOLEBURY SCHOOL DISTRICT

ADMINISTRATIVE REGULATION

APPROVED:

REVISED:

325-AR-2. IDENTIFICATION BADGES

These procedures establish expectations for the proper wearing, display, care, and management of identification (ID) badges as part of the employee dress and appearance standards. The goal is to support safety, professionalism, and easy identification of district staff.

The district will prepare identification badges for all district employees and when applicable third-party partners such as related service affiliates, which will be distributed by the Human Resources Department or their designee.

Badges will display a picture of the employee, employee's name.

All district employees are required to wear identification badges during working hours and while on school property. Identification badges must be easily visible at all times, unaltered and in good condition.

Failure to properly wear an ID badge will be considered a violation of the employee dress code.

Employees with a documented medical, religious or disability-related need for an alternative must request accommodation through the Human Resources Office.

Employee ID badges must be recognizable; if the employee's appearance changes significantly, the employee must request a new ID badge.

Lost, Stolen, or Damaged Badges

- **Employees must report lost or stolen badges immediately to administration.**
- **Badges that become unreadable or mechanically nonfunctional due to normal wear will be replaced at no cost.**
- **A replacement fee of twenty-five ($25) will apply for repeated loss or damage caused by misuse.**

Temporary Badges

- **Employees who forget their ID badge must sign in at the main office and obtain a temporary badge for the day.**

Chronic failure to bring a badge will be addressed through the progressive discipline process.

NEW HOPE-SOLEBURY SCHOOL DISTRICT

No. 122-AR-0

ADMINISTRATIVE REGULATION

APPROVED:

REVISED:

122-AR-0. EXTRACURRICULAR ACTIVITIES

The following administrative regulation governs the registration and management of student extracurricular activities that are sponsored or approved by the Board.

The Board will approve and recognize an extracurricular activity organized for a purpose not prohibited by Board policy or by law, if the activity complies with all provisions of Board policy and administrative regulations. Any extracurricular activity that violates Board policy and/or administrative regulations may be subject to losing its right to meet on school premises.

Extracurricular activities refers to programs, which may include athletic activities and curriculum-related student groups, that are sponsored or approved by the Board, are conducted wholly or partly outside the regular school day and are equally available to all students who voluntarily elect to participate.

An athletic activity shall mean all of the following:

1. **An athletic contest or competition, other than interscholastic athletics, that is sponsored by or associated with the school, including cheerleading, club-sponsored sports activities and sports activities sponsored by school-affiliated organizations.**

2. **Noncompetitive cheerleading that is sponsored by or associated with the school.**

3. **Practices, interschool practices and scrimmages for all athletic activities.**

Curriculum-related student group shall mean any student group that directly relates to the body of courses offered by the district.

Classification

The building principal will determine whether an extracurricular activity is curriculum-related. Considerations may include:

1. **If the subject matter of the student group's activity must be taught or will be taught in a regularly scheduled course.**

2. **If the subject matter of the student group's activity must concern the body of planned instruction as a whole.**

3. **If the participation in the student group's activity is a course requirement.**
4. **If academic credit is earned for participation in the student group's activity.**

If the building principal is unable to make such a determination, they will notify appropriate district-level administrators who in turn may consult with the district solicitor, as necessary.

If the determination is made that the student group's activities are not curriculum-related, the building principal and/or administration will refer to Policy 122.1: Noncurriculum-Related, Nonschool-Sponsored, Student-Initiated Groups.

Curriculum-Related Activities

For curriculum-related extracurricular activities, faculty advisors will have the authority to provide in-depth guidance and teaching to students and will act on behalf of the district to ensure that the extracurricular activities are aligned with the district's objectives. All such faculty advisors must teach a subject in the district whose content is related to extracurricular activities, or have sufficient experience or expertise related to that subject, as determined by the administration.

Extracurricular Activity Registration

Students or staff requesting to form an extracurricular activity must apply in writing to the building principal for approval. At that time and each year thereafter, the extracurricular activity will be required to:

1. **Submit a list of its members and officers.**

2. **Submit a copy of its constitution and/or bylaws.**

District Authority

The Superintendent, building principal and/or designee has full authority to prohibit unlawful meetings; maintain discipline and order on school premises; prevent the material and substantial interference with the orderly conduct of educational activities; and protect the well-being of students and other members of the school community.

Scheduling Meetings

Based upon availability and advance request, properly registered extracurricular activities may conduct meetings on school premises before and after school and during the lunch hour, as the schedule permits.

Requests for permission to schedule meetings or events of extracurricular activities must be submitted on the district form to the building principal or designee at least seven (7) days prior to the meeting.

Presence of Faculty Advisors

To ensure appropriate levels of safety, the district requires the presence of a faculty advisor for all meetings and events of extracurricular activities. If an extracurricular activity is unable to secure a faculty advisor, the district will ensure that one is provided.

Dissemination of Policy/Regulations

Board policies are accessible on the district's publicly available website. In addition, copies of pertinent Board policy and administrative regulations will be made available to students, parents/guardians, staff and administrators during regular business hours in the building principal's office.

A copy of pertinent Board policy and administrative regulations will be provided to the student members and faculty advisors of all extracurricular activities upon initial registration and annually thereafter.

Each member of an extracurricular activity will be asked to sign a statement indicating that they have read, understand, and agree to abide by Board policy and administrative regulations.

Nondiscrimination

All extracurricular activities will be open to all students without discrimination, subject only to those qualifications necessary to fulfill the specified objectives of the activity consistent with eligibility standards. (Pol. 103, 103.1)

Equal Treatment

The provisions of this administrative regulation will be applied equally to all extracurricular activities as required by law.

NEW HOPE-SOLEBURY SCHOOL DISTRICT

ADMINISTRATIVE REGULATION

APPROVED:

REVISED:

218.1-AR-0. WEAPONS NOTIFICATIONS TO APPROPRIATE POPULATION OF SCHOOL COMMUNITY

The Superintendent or designee will be responsible for informing parents/guardians and district employees of incidents involving a weapon on school property, at school-sponsored activities, or on a public conveyance providing transportation to or from a school or school-sponsored activity, in accordance with applicable law and regulations, as follows:

1. **Incident occurring at a school building - Notification to parents/guardians of students enrolled in or attending that school building and school employees assigned to that building.**

2. **Incident occurring at a school building that shares a campus with other school buildings - Notification to parents/guardians of students enrolled or attending and school employees assigned to any building on the shared campus.**

3. **Incident occurring at a school-sponsored activity or on a public conveyance providing transportation to or from a school or school-sponsored activity - Notification to the appropriate population of parents/guardians and school employees. Notification is not required if the incident is not directly related to the school-sponsored activity or the students or staff involved in the activity.**

Methods of Notification

Notification of incidents involving possession of a weapon must be made within twenty-four (24) hours of the incident occurring, unless the circumstances of the incident necessitate otherwise. Notification will be made via a method of communication that ensures it is likely to reach parents/guardians and district employees.

Methods of communication may include, but not be limited to,

1. **Posting on the district website.**
2. **Posting on a district-owned social media account.**
3. **Mass email notification.**
4. **Mass text notification.**
5. **Announcement in parent/student online portal.**

To enhance reach and confirm delivery reliability, the district will utilize at least two (2) methods of communication to deliver required notifications to parents/guardians and district employees.

Documentation of Notification

The Superintendent or designee will be responsible for documenting the recipients, time, and delivery method(s) of communication used to notify the appropriate population of parents/guardians and district employees when an incident involving possession of a weapon occurs.

Documentation will be maintained in accordance with the district's records management plan.

NEW HOPE-SOLEBURY SCHOOL DISTRICT

ADMINISTRATIVE REGULATION

APPROVED:

REVISED:

204-AR-5. CUMULATIVE ABSENCE NOTICE
(*10 Cumulative Absences*)

Date:

Name of person in parental relation
Address
City, PA ZIP Code

Dear (Name):

This letter is to officially notify you that **(Child's Name)** has been absent from school on the following ten (10) dates: **(Date 1, Date 2, Date 3, etc.)**.

Consistent with **Board of Education Policy #204**, you are hereby notified that **all future absences this school year will require a medical note**. This notice is issued at the cumulative ten-day threshold, regardless of whether individual absences were previously excused or unexcused.

Your child has reached this threshold, and we strongly encourage you to ensure that no further absences occur during this school year. Please be advised that, should an additional absence occur beyond this point that is not medically excused, the district will convene a school-family conference. The Principal, School Social Worker, and/or School Counselor will contact you to schedule the meeting, and your participation will be required.

Regular school attendance is essential to your child's academic success and is required by both the Commonwealth of Pennsylvania and New Hope-Solebury School District policy.

For your reference, copies of the penalties for violation of Pennsylvania's compulsory attendance requirements and **NHSD Attendance Policy #204** are enclosed. To connect with your school guidance counselor and access additional resources, please visit the NHSD Guidance page at *www.nhsd.org* and select your school site.

If you have any questions, please contact our office so that we can work together to ensure your child's educational success.

Sincerely,

Director of Student Services

***Enclosures*:** Penalties for Violations of Compulsory School Attendance; NHSD Attendance Policy #204

cc: Superintendent
Building Principal
Assistant Principal (as applicable)
Guidance Counselor
School Social Worker
Student Assistance Team
Attendance Officer/ Home and School Visitor
Student File

NEW HOPE-SOLEBURY SCHOOL DISTRICT

ADMINISTRATIVE REGULATION

APPROVED:

REVISED:

204-AR-4. HABITUAL TRUANT NOTICE
(*6 Unexcused Absences*)

Date:

Name of person in parental relation
Address
City, PA ZIP Code

Dear (Name):

This letter is to officially notify you that, based on (Child's Name)'s attendance history showing unexcused absences on the following dates: **(Date 1, Date 2, Date 3, etc.)**, (Child's Name) is deemed to be **habitually truant**, meaning your child has accumulated six (6) or more days of unexcused absences during the current school year, meeting the definition of habitual truancy under **Act 138 of 2016** (24 P.S. §13-1326).

Because your child is habitually truant, it is necessary to formally notify you of key components of the Pennsylvania Public School Code and New Hope-Solebury School District policies governing attendance.

Under Act 47 of 2025, your child is prohibited from transferring to a cyber charter school during this school year unless a judge determines that the transfer is in the best interest of your child.

If your child is under fifteen (15) years of age at the time of referral, the district will:

- Refer your child to a school-based or community-based attendance improvement program; or
- Refer your child to the county children and youth agency for services or possible disposition as a dependent child under 42 Pa. C.S. Chapter 63 (relating to juvenile matters).
- The district may also file a citation in the office of the magisterial district judge against you.

If your child is fifteen (15) years of age or older at the time of referral, the district will either:

- Refer your child to a school-based or community-based attendance improvement program; or
- File a citation in the office of the magisterial district judge against your child or you. When a citation is filed, the judge will provide notice as required by law.

If convicted of a violation of compulsory school attendance laws, the magisterial district judge will determine appropriate penalties:

- First Offense — a fine of not more than $300, together with court costs;
- Second Offense — a fine of not more than $500, together with court costs;
- Third and Subsequent Offenses — a fine of not more than $750, together with court costs.

The judge is authorized to assign a sentence, with penalties in compliance with law, even after the completion of the school year in which your child was habitually truant. The judge, at the time of conviction, will determine whether transfer to a cyber charter school is in the student's best interest.

Voluntarily acting with intentional disregard of, or plain indifference to, the imposed penalties may result in a sentence of up to three (3) days in jail. If your child fails to comply with the imposed penalties, the magisterial district judge may forward the record of conviction to the Pennsylvania Department of Transportation (PennDOT), which will then suspend or deny operating privileges for ninety (90) days for a first offense and six (6) months for a second or subsequent offense.

At this point, the district must hold a **School Attendance Improvement Conference (SAIC)** for your child. Our School Social Worker or School Counselor will contact you to arrange the conference, at which a **School Attendance Improvement Plan** will be developed in accordance with PSBA Administrative Regulation 204-AR.

Please refer to the enclosed resources to assist you and your child with returning to compliant school attendance and to access opportunities for academic recovery. To connect with your school guidance counselor, please visit the NHSD Guidance page at *www.nhsd.org* and select your school site.

We sincerely hope that your child's attendance record improves and that your child has a successful school year. If you have any questions, please contact our office so that we can work together to ensure your child's educational success.

Sincerely,

Director of Student Services

Enclosures: Penalties for Violations of Compulsory School Attendance; NHSD Attendance Policy #204; Pennsylvania Act 138 of 2016 and Act 47 of 2025 [3]

cc: Superintendent
Building Principal
Assistant Principal (as applicable)
Guidance Counselor
School Social Worker
Student Assistance Team
Attendance Officer/ Home and School Visitor
Student File

NEW HOPE-SOLEBURY SCHOOL DISTRICT

ADMINISTRATIVE REGULATION

APPROVED:

REVISED:

204-AR-3 Truant Notice

(3-5 Unexcused Absences)

Date:

Name of person in parental relation
Address
City, PA ZIP Code

Dear Parent(s)/Guardian of FIRST_NAME, LAST_NAME:

This letter is to officially notify you that **(Child's Name)** has been recorded as unlawfully absent on the following dates: **(Date 1, Date 2, Date 3, etc.)**. These absences are unlawful and, therefore, constitute a violation of the compulsory school attendance provision of the Pennsylvania Public School Code (24 P.S. §13-1327). Under Pennsylvania law (24 P.S. §13-1326 et seq., as amended by Act 138 of 2016), a student is considered "truant" upon three (3) unexcused absences and "habitually truant" upon six (6) or more unexcused absences during the current school year. [2]

A student who incurs three (3) or more school days of unexcused absences during the current school year is considered *truant*. You are strongly encouraged to ensure that your child does not become *habitually truant*. Habitual truancy—six (6) or more unexcused absences—constitutes a summary offense under the Pennsylvania Public School Code for which the following penalties may be imposed:

- A fine ranging from $300 (first offense) to $500 (second offense) and up to $750 (third and subsequent offenses), together with court costs;
- Completion of a course or program designed to improve school attendance;
- Referral to the county children and youth agency for services or possible disposition as a dependent child;
- Community service; and

- Suspension of driving privileges for ninety (90) days for a first offense and six (6) months for a second or subsequent offense.

If your child becomes habitually truant, your child will not be permitted to transfer, during the school year, to a cyber charter school unless a judge determines that the transfer is in the best interest of your child.

The purpose of this letter is to officially notify you of the attendance situation to date, the potential consequences of these absences, and our goal to work collaboratively toward a positive resolution. Regular school attendance is essential to your child's academic success and is required by both the Commonwealth of Pennsylvania and New Hope-Solebury School District policy. All absences are recorded as unlawful until the school district receives a written excuse explaining the reason for the absence; if a written excuse is not received within three (3) calendar days, the absence is permanently recorded as unlawful.

Unless a **School Attendance Improvement Conference (SAIC)** has already been scheduled, we invite you, **(Child's Name)** and any individual you consider a resource to meet with designated district staff and appropriate service providers. The purpose of the SAIC is to discuss the reasons for the unexcused absences, develop a **School Attendance Improvement Plan**, and avoid any legal consequences for truant behavior. Our School Social Worker or School Counselor will contact you to arrange the conference.

Please refer to the enclosed resources to assist you and your child with returning to compliant school attendance and to access opportunities for academic recovery. To connect with your school guidance counselor, please visit the NHSD Guidance page at *www.nhsd.org* and select your school site.

If you have any questions, please contact our office so that we can work together to ensure your child's educational success.

Sincerely,

Director of Student Services

Enclosures: Penalties for Violations of Compulsory School Attendance; NHSD Attendance Policy #204; Pennsylvania Act 138 of 2016 and Act 47 of 2025 [3]

cc: Superintendent
Building Principal
Assistant Principal (as applicable)
Guidance Counselor
School Social Worker
Student Assistance Team

Attendance Officer/ Home and School Visitor
Student File

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 <u>may</u> 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.

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)

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

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.

NEW HOPE-
SOLEBURY
SCHOOL DISTRICT

ADMINISTRATIVE REGULATION

APPROVED:

REVISED:

204-AR-0. COMPULSORY ATTENDANCE/UNEXCUSED ABSENCES

The following words, when used in this administrative regulation, have the following meaning, except where the context clearly indicates or requires a different meaning:

Citation means a nontraffic citation or private criminal complaint.

Compulsory school age means the period of a student's life from the time the student's person in parental relation elects to have the student enter school, which will be no later than six (6) years of age until the student reaches eighteen (18) years of age. The term does not include a student who holds a certificate of graduation from a regularly accredited, licensed, registered, or approved high school.

Habitually truant means six (6) or more school days of unexcused absences during the current school year by a student subject to compulsory school attendance.

Offense means each citation filed with a magisterial district judge for a violation of the requirement for compulsory school attendance, regardless of the number of unexcused absences alleged in the citation.

Person in parental relation means a:

1. Custodial biological or adoptive parent.

2. Noncustodial biological or adoptive parents.

3. Guardian of the person of a student.

4. Person with whom a student lives and who is acting in a parental role of a student.

The term does not include any county agency or person acting as an agent of the county agency in the jurisdiction of a dependent child defined under 42 Pa. C.S. §6302 (relating to definitions).

School attendance improvement conference (SAIC) means a conference where the student's absences and the reasons for the absences are examined in an effort to improve attendance, with or without additional services. This conference must be held prior to a district initiating truancy proceedings against a student and person in parental relation.

School attendance improvement plan means the form created by the Pennsylvania Department of Education (PDE), or a similar form, to document the outcome and next steps of the school attendance improvement conference.

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

School day means the length of time that a student subject to compulsory school attendance is expected to be receiving instruction during a calendar day, as determined by the Board.

Truant means having incurred three (3) or more school days of unexcused absences during the current school year by a student subject to compulsory school attendance.

Unexcused absence means an absence from school which is not permitted by state law or Board policy and for which an approved explanation has not been submitted within the time period and in the matter prescribed by the Board. An out-of-school suspension will not be considered an unexcused absence.

It is mandatory for all students of compulsory school age residing in the state to attend a school in which all required subjects and activities are taught.

Attendance

All students of compulsory school age who either:

1. Reside in the district and are enrolled in district schools,

2. Qualify for attendance in the district but are not currently enrolled in any school,

3. Attend district schools on a tuition basis,

are required to comply with the adopted Board policy governing attendance.

Designated staff in each school will be responsible for monitoring and maintaining records of each student's attendance.

The district will employ and designate at least one (1) staff member to serve as an attendance officer or home and school visitor, to enforce compulsory attendance requirements.

The attendance officer or home and school visitor has full police powers without warrant and may arrest or apprehend any student who fails to attend school in violation of compulsory attendance requirements. A school police officer also has the same arrest powers. Personnel with the title of security guard are not empowered to arrest students who violate compulsory attendance laws.

School Response to Absences

The school is a critical part of a student's support system, and school staff have a significant opportunity to assist students and their families to comply with attendance requirements.

Staff will treat all absences as unexcused until a written excuse explaining the absence is submitted within three (3) days of the absence.

The person in parental relation and student will be informed that if a written excuse is not provided within three (3) days of the absence, the absence will be permanently recorded as unexcused. District staff will provide written notice to the person in parental relation upon each incident of unexcused absence.

Each building principal or teacher will report to a designated district employee when a student has been absent for three (3) days, or their equivalent, without a lawful excuse.

If the designated employee discovers that a district student is unable to attend school because of a lack of clothing or food, they will report the case to a suitable relief agency operating in the district or to the appropriate county agency for investigation and relief.

Teachers can be the first line of defense for compulsory attendance, as they are the first to recognize students with possible attendance issues. Teachers will implement a plan of action that includes, but is not limited to:

1. Distributing and reviewing with students and families the adopted Board policies governing attendance and student responsibilities.

2. Meeting individually with students to discuss reasons for absence.

3. Providing feedback to designated district staff.

4. Making referrals to guidance counselors.

5. Cooperating with the Student Assistance Program, as appropriate.

6. Attending the school attendance improvement conference, as necessary.

7. Contributing, as necessary, to the development of the school attendance improvement plan.

District Response to Unexcused Absences

The person in parental relation of a compulsory school age student is subject to penalties if compulsory attendance requirements are not met.

The designated district employee will make every effort to work collaboratively with the person in parental relation to address the truancy of a student and will not initiate formal action until an SAIC has been held and the student is habitually truant.

First Unexcused Absence –

Designated district staff will send to the person in parental relation a notice about the unexcused absence. The notice will be in the preferred language of the person in parental relation, will contain a description of the consequences that will follow if the student becomes habitually truant, and the name and telephone number of the district employee that the person in parental relation can contact to request assistance in resolving the student's truant behavior.

Second Unexcused Absence –

Designated staff will send to the person in parental relation a notice of a second unexcused absence. The notice will contain a description of the consequences that will follow if the student becomes habitually truant, and the name and telephone number of the district contact. The second notice will include another offer of district assistance and will be in the preferred language of the person in parental relation.

Third Unexcused Absence –

Designated district staff will send notice to the person in parental relation, in writing, within ten (10) school days of the student's third unexcused absence, that contains a description of the consequences that will follow if the student becomes habitually truant, and the name and telephone number of the district contact. The third notice will include another offer of district assistance**, including resources available to assist the student and person in parental relation with returning the student to compliant school attendance and opportunities for further academic recovery, and will be in the preferred language of the person in parental relation. The notice will also state that habitually truant students are prohibited from transferring to a cyber charter school during the school year, unless a judge determines that it is in the best interest of the student.**

The district may also send to the person in parental relation an invitation to attend an SAIC at which the student's absences and reasons for the absences are to be examined in order to improve attendance, with or without additional services.

If a student continues to incur additional unexcused absences after the school has issued the notice of the student's third unexcused absence, the school will send to the person in parental relation an invitation to attend an SAIC at which the student's absences and reasons for the absences are to be examined in order to improve attendance, with or without additional services.

Participants invited to the conference must include, but not be limited to:

1. The student.

2. The student's person in parental relation.

3. Other individuals as identified by the person in parental relation who may be a resource.

4. Appropriate school personnel.

5. Recommended service providers.

While active participation by the student and family members is an integral component of this conference, there is no legal requirement for either the student or person in parental relation to attend the school attendance improvement conference. The school should make every attempt to conduct the SAIC with the person in parental relation present, to identify and resolve the root causes of truancy, and contribute to the group discussion their unique knowledge about the student and the student's environment.

In an attempt to encourage participation, the school should provide written notice, sent via certified mail, and communicate with the person in parental relation via telephone. The school will hold the SAIC even if the person in parental relation declines to participate or fails to attend.

Issues that should be addressed in the SAIC include, but are not limited to:

1. Appropriateness of the student's educational environment.

2. Possible elements of the school environment that inhibit student success.

3. Student's current academic level and needs.

4. Social, emotional, physical, mental and behavioral issues.

5. Issues concerning family and home environment.

6. Any other issues affecting the student's attendance.

The school will document the outcome of the SAIC in a written school attendance improvement plan which can include: access to academic and social/health supports from the district and community organizations; an outline of family/parental and student responsibilities; and levels of performance monitoring that include rewards and consequences.

The school will use a form similar to the School Attendance Improvement Plan Form, created by PDE, to document the school attendance improvement conference.

At the end of the school attendance improvement conference, all parties present should sign the school attendance improvement plan. The student and person in parental relation will be provided a copy of the school attendance improvement plan, regardless of whether they attended.

When the student and/or person in parental relation is/are in attendance at the school attendance improvement conference, the designated district staff member will ensure that the student and the person in parental relation clearly understand the consequences that follow a violation of the compulsory attendance requirements.

Subsequent Unexcused Absence –

When a school attendance improvement plan is in place for a student who is not yet habitually truant, and the student is subsequently unlawfully absent at any point within the school year,

meaning four (4) to five (5) unexcused absences, the designated district staff will send to the person in parental relation, by certified mail and via any additional mode of communication previously successful with the person in parental relation, an official notice of unexcused absence. The notice will inform the person in parental relation that the school attendance improvement plan has been violated and that once the student reaches six (6) unexcused absences, formal truancy proceedings will be initiated.

When a school attendance improvement plan is in place and the student is subsequently unlawfully absent at any point within the school year, thus amounting to six (6) or more unexcused absences, the designated district staff will send to the person in parental relation, by certified mail and via any additional mode of communication previously successful with the person in parental relation, an official notice to inform the person in parental relation that the school attendance improvement plan has been violated and formal truancy proceedings will be initiated.

At any time when a school attendance improvement plan has been violated, notice has been sent to the person in parental relation that formal action will be initiated, and the student is habitually truant, the designated district staff will initiate truancy proceedings.

The school attendance improvement plan will remain in place, and the district will continue to pursue remedies to the student's habitual truancy until the student is no longer truant or is no longer of compulsory school age, regardless of whether the student was enrolled at the current school district or another school entity at the time of truancy.

Penalties for Violations

When referring a habitually truant student of any age to the county children and youth agency or filing a citation, the school must provide verification that the SAIC was held, generally by submitting the school attendance improvement plan.

Habitually truant students under fifteen (15) years of age -

1. The designated district staff will refer the student to either:

    a. A school-based or community-based attendance improvement program, or

    b. The county children and youth agency for:

        1) Services, or

        2) Possible disposition as a dependent child.

2. The designated district staff may, but are not required to, file a truancy citation against the person in parental relation to the student who resides in the same household as the student.

Habitually truant students fifteen (15) years of age and older -

1. The designated district staff will either:

    a. Refer the student to a school-based or community-based attendance improvement program, or

    b. File a citation against the student or person in parental relation to the student who resides in the same household as the student.

2. If a student fifteen (15) years of age or older continues to accrue additional absences after a school refers the student to a school-based or community-based attendance improvement program or refuses to participate in an attendance improvement program, the school may refer the student to the county children and youth agency for possible disposition as a dependent child.

Citations and Proceedings

The designated district staff will file a truancy citation with the magisterial district judge where the student attends school.

When a citation is filed against a student or person in parental relation to the student who resides in the same household as the student, the magisterial district judge will provide notice of the hearing to the school, person in parental relation, the student, and the county children and youth agency.

At the hearing, the school district must prove beyond a reasonable doubt that the student was subject to the compulsory attendance law and was, without legal justification, habitually truant. The person in parental relation may demonstrate, by a preponderance of the evidence, that they took every reasonable step to ensure the attendance of the student at school.

Before entering a sentence, the magisterial district judge will permit the school district, person in parental relation to the student, or student to present relevant information, such as the student's attendance since the citation was filed, to assist the judge in making an informed decision regarding an appropriate sentence.

A person convicted of a violation of the compulsory attendance laws may be sentenced to pay a fine for the benefit of the school, sentenced to perform community service, or required to complete an appropriate course or program designed to improve school attendance.

The judge is authorized to assign a sentence, with penalties in compliance with law, even after the completion of the school year in which the student was habitually truant.

The judge, at the time of conviction, will determine whether it is in the student's best interest to be able to transfer to a cyber charter school, or not.

If within a three-year period a student or person in parental relation is convicted of a second or subsequent offense, the court must refer the student to the county children and youth agency for services or possible disposition as a dependent child under the Juvenile Act.

The designated district staff will not file a citation against a student or person in parental relation for a subsequent violation of compulsory school attendance if:

1. A proceeding is already pending against the student or person in parental relation and judgment in the first proceeding has not yet been entered, unless a warrant has been issued for failure of the student or person in parental relation to appear before the court and the warrant has not yet been served.

2. A referral for services has been made to the county children and youth agency under this subdivision, the agency has not closed the case, and the educational entity has not consulted with the county children and youth agency prior to filing the petition.

3. A petition has been filed alleging the student is dependent due to being habitually truant, relative to juvenile matters, and the case remains under the jurisdiction of the juvenile court.

Fines

For the first offense, the fine may not exceed $300, together with court costs.

For the second offense, a person in parental relation may not be fined more than $500, together with court costs.

For a third and any subsequent offense, a person in parental relation may not be fined more than $750, together with court costs.

Failure to Comply with Penalties

If a person in parental relation fails to comply with the penalties imposed, that person may be sentenced to jail for up to three (3) days if the court determines that the person in parental relation had reasonable ability to comply with the penalty and that noncompliance was willful.

If a student fails to satisfy the penalties imposed:

1. Such act will not be considered delinquent but may result in a dependency determination under the Juvenile Act.

2. The magisterial district judge may send the record of conviction to the Pennsylvania Department of Transportation.

    a. If the Department of Transportation receives such a record, it is required to take action against the student's operating privileges. The Department will suspend for ninety (90) days the operating privilege of any student upon receiving a certified record that the student was convicted of violating the compulsory attendance requirements. If the Department receives a second or subsequent conviction for a student's violation, the Department will suspend the student's operating privilege for six (6) months.

    b. Any student whose record is received by the Department and who does not have a driver's license will be ineligible to apply for a driver's license for the time periods

specified above. If the student is under sixteen (16) years of age when convicted, suspension of operating privileges will commence for the time specified above.

Nothing in this section will be construed to apply to a person in parental relation whose child or children are in a home education program.

Homeless and Unaccompanied Youth/Children in Foster Care

The Every Student Succeeds Act, the McKinney-Vento Homeless Assistance Act, and the Fostering Connections to Success and Increasing Adoptions Act require that states, local education agencies, and schools work to remove barriers to the education of homeless students, unaccompanied youth, and children in foster care. Such barriers include those related to enrollment and retention due to absences.

Designated district staff will not count as unexcused those absences that occur due to homelessness, the transience of unaccompanied youth, or the fluctuation of foster care placements.

Designated school staff should use the school attendance improvement conferences as a means to identify the root causes of students' absenteeism, such as homelessness, frequent household shifts, absence of consistency and stability, and a lack of transportation, which should all be captured in the school attendance improvement plan. The school attendance improvement plan should clearly delineate the school responsible for complying with the compulsory attendance laws (school of origin, school of residence, etc.) as well as the school(s) responsible for implementing various portions of the school attendance improvement plan.
The district must consider the living situation of each unaccompanied youth to determine whether it is appropriate to file citations against the person in parental relation. School districts may consider contacting the county children and youth agency to link the youth with services.

District Response to the Unexcused Absences of Nonpublic School Students

Though nonpublic schools are charged with developing their own policies to monitor, track, and respond to unexcused absences, the nonpublic student's school district of residence remains responsible for enforcing the requirements for compulsory school attendance. Designated district staff will work with nonpublic schools located within district boundaries to:

1. Ensure the district receives copies of the written notification of each nonpublic school student's third unexcused absence, as sent to the person in parental relation of the student;

2. Participate in school attendance improvement conferences, as necessary;

3. Receive copies of all school attendance improvement plans;

4. Refer the nonpublic school student to a school-based or community-based attendance improvement program or the county children and youth agency for possible disposition as a dependent child;

a. Request, as necessary, assistance from the nonpublic school relative to attendance improvement programs and juvenile dependency referrals.

5. File truancy citations with the magisterial district judge where the nonpublic school student resides.

   a. Request, as necessary, cooperation and participation from the nonpublic school in the truancy proceedings.

6. Refer the nonpublic school student to the county children and youth agency for possible disposition if the nonpublic school student either does not comply with or attend the school-based or community-based attendance improvement program.

   a. Request, as necessary, cooperation and participation from the nonpublic school.

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)

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

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. *Convene regardless of parent/student attendance.*	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]

DEFINTION

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]

Policy saved — content, tracked changes, comments

GUIDELINES

The district's curriculum shall provide the following:

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

Policy saved — content, tracked changes, comments

[1] 22 PA Code 4.4
LEGAL REFERENCE

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 appliable 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]

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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 <u>may</u> 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 <u>will</u> require <u>immediate</u> 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.

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