Policy Number	102
Title	Academic Standards
Adopted	7/19/2011
Revised	10/21/2025

102

Academic Standards

Adopted: 7/19/2011 Last Revised: 10/21/2025

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 means what a student should know and be able to do at a specified grade level. For purposes of 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, Environment, Ecology, Technology and Engineering (Grades K-5). **PA Integrated Standards**.

4. 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]**

Footnotes

[1] 22 PA Code 4.11
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[2] 22 PA Code 4.12
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[3] 22 PA Code 4.3
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[4] Pol. 105
Legal Reference
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[5] Pol. 107
Legal Reference
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[6] Pol. 127
Legal Reference
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[7] Pol. 212
Legal Reference
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[8] Pol. 113
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Policy Number	105
Title	Curriculum
Adopted	7/19/2011
Revised	10/21/2025

105

Curriculum

Adopted: 7/19/2011 Last Revised: 10/21/2025

Purpose

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

Definition

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

Authority

The Board shall be responsible for the curriculum of the district's schools. The curriculum shall be designed to provide students the opportunity to achieve the academic standards established by the Board. Attaining the academic standards requires students to demonstrate the acquisition and application of knowledge.[1][2] [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][2][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.[9][10][11]

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. [12]
3. Guidance and counseling services for all students to assist in career and academic planning. [13]
4. A continuum of educational programs and services for all students with disabilities, pursuant to law and regulation. [14]
5. Language Instruction Educational Program for English Learner students, pursuant to law, regulation and Board policy.[15] [16]
6. Compensatory education programs for students, pursuant to law and regulation.
7. Equal educational opportunity for all students, pursuant to law and regulation. [17] [18]
8. Career awareness and vocational education, pursuant to law and regulation. [19]
9. Educational opportunities for identified gifted students, pursuant to law and regulation. [20]
10. Regular and continuous instruction in required safety procedures. [21]

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 administrators, teaching staff members, community members, and Board members.[1]

A listing of all curriculum materials shall be made available for the information of parents/guardians, students, staff and Board members.[1][22]

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 actively pursue state and federal aid in support of research activities.

Legal citations to reference 24 P.S. Sec. 15-1512.1 and 24 P.S. Sec. 15-1556 were added to Policy 105

Footnotes

[1] 22 PA Code 4.4
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[2] 22 PA Code 4.12
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[3] 22 PA Code 4.3
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[4] Pol. 102
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[5] 24 P.S. 1511
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[6] 24 P.S. 1512
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[7] Pol. 107
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[8] Pol. 127
Legal Reference
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[9] 36 U.S.C. 106
uscode.house.gov
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[10] P.L. 108-447
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[11] 24 P.S. 1541-1555
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[12] Pol. 109
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[13] Pol. 112
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[14] Pol. 113
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[15] 22 PA Code 4.26
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[16] Pol. 138
Legal Reference
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[17] Pol. 103
Legal Reference
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[18] Pol. 103.1
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[19] Pol. 115
Legal Reference
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[20] Pol. 114
Legal Reference
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[21] Pol. 805
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[22] Pol. 105.1
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Policy Number	204.1
Title	Virtual Attendance and Wellness Checks
Version	v2 · 8/25/2026

Virtual Attendance and Wellness Checks

PURPOSE

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

AUTHORITY

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

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

DEFINITION

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

DELEGATION OF RESPONSIBILITY

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

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

GUIDELINES

Weekly Wellness Checks

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

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

Wellness Check Methods

Acceptable methods of conducting wellness checks include:[1]

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

Excused Absence Exemptions

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

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

Internet or Power Outage Exemptions

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

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

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

Failure to Complete a Required Wellness Check

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

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

Wellness Review Conference

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

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

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

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

In-Person Wellness Check

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

Wellness Check Records

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

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

Reporting Requirements

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

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

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

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

Footnotes

[1] 24 P.S. 1327.4
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[2] 23 Pa. C.S.A. 6301
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Legal Reference
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[3] Pol. 806
Policy Reference
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[4] 24 P.S. 1329
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[5] Pol. 204
Policy Reference
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Legal References

[1] 24 P.S. 1327.4 — 24 P.S. 1327.4
[2] 23 Pa. C.S.A. 6301 et seq — 23 Pa. C.S.A. 6301 et seq
[3] Pol. 806
[4] 24 P.S. 1329 — 24 P.S. 1329
[5] Pol. 204

Policy Number	209
Title	Health Examinations/Screenings
Adopted	7/19/2011
Revised	10/20/2020

209

Health Examinations/Screenings

Adopted: 7/19/2011 Last Revised: 10/20/2020

Authority

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

Guidelines

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

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

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

The school nurse or medical technician shall administer to each student vision tests, hearing tests, tuberculosis tests **and** other tests deemed advisable **advisable at** ~~, and height and weight measurements, at~~ intervals established by the district. Height and weight measurements shall be

used to calculate the student's weight-for-height ratio.[2][4][6]

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

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

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

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

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

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

Health Monitoring

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

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

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

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

Health Records

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

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

The district may disclose information from health records to appropriate parties in connection with an emergency when necessary to protect the health or safety of the student or other individuals, in accordance with applicable law and Board policy. [15] [18] [19] [20] [21][22] [23]

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

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

Delegation of Responsibility

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

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

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

Footnotes

[1] 24 P.S. 1401
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[2] 24 P.S. 1402
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[3] 24 P.S. 1403
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[4] 22 PA Code 12.41
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[5] 24 P.S. 1407
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[6] 28 PA Code 23.1
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[7] 24 P.S. 1405
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[8] 28 PA Code 23.2
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[9] 20 U.S.C. 1232h
law.cornell.edu
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[10] 24 P.S. 1419
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[11] 28 PA Code 23.45
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[12] 24 P.S. 1406
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[13] 23 Pa. C.S.A. 6311
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[14] Pol. 806
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[15] Pol. 203
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[16] Pol. 103
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[17] Pol. 103.1
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[18] 24 P.S. 1409
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[19] Pol. 113.4
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[20] Pol. 216
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[21] 20 U.S.C. 1232g
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[22] 34 CFR Part 99
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[23] Pol. 805
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[24] Pol. 800
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Policy Number	246
Title	School Wellness
Adopted	2/18/2014
Revised	11/16/2021

246

School Wellness

Adopted: 2/18/2014 Last Revised: 11/16/2021

Purpose

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

Authority

The Board adopts this policy based on the recommendations of the Wellness Committee and in accordance with federal and state laws and regulations.[1][2]

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

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

Delegation of Responsibility

The Superintendent or designee shall be responsible for the implementation and oversight of this policy to ensure each of the district's schools, programs and curriculum is compliant with this policy, related policies and established guidelines or administrative regulations.[1][2]

Each building principal or designee shall annually report to the Superintendent or designee regarding compliance in his/her school.[2]

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

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

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

The Superintendent or designee and the established Wellness Committee shall conduct an assessment at least once every three (3) years on the contents and implementation of this policy as part of a continuous improvement process to strengthen the policy and ensure implementation. This triennial assessment shall be made available to the public in an accessible and easily understood manner and include:[1][2]

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

At least once every three (3) years, the district shall update or modify this policy as needed, based on the results of the most recent triennial assessment and/or as district and community needs and priorities change; wellness goals are met; new health science, information and technologies emerge; and new federal or state guidance or standards are issued.[2]

The district shall annually inform and update the public, including parents/guardians, students, and others in the community, about the contents, updates and implementation of this policy via the district website, student handbooks, newsletters, posted notices and/or other efficient communication methods. This annual notification shall include information on how to access the School Wellness policy; information about the most recent triennial assessment; information on how to participate in the development, implementation and periodic review and update of the School Wellness policy; and a means of contacting Wellness Committee leadership.[1][2]

Guidelines

Recordkeeping

The district shall retain records documenting compliance with the requirements of the School Wellness policy, which shall include:[2][3]

1. The written School Wellness policy.

2. Documentation demonstrating that the district has informed the public, on an annual basis, about the contents of the School Wellness policy and any updates to the policy.

3. Documentation of efforts to review and update the School Wellness policy, including who is involved in the review and methods used by the district to inform the public of their ability to participate in the review.

4. Documentation demonstrating the most recent assessment on the implementation of the School Wellness policy and notification of the assessment results to the public.

Wellness Committee

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

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

The Wellness Committee shall review and consider evidence-based strategies and techniques in establishing goals for nutrition education and promotion, physical activity and other school based activities that promote student wellness as part of the policy development and revision process. [2]

Nutrition Education

Nutrition education will be provided within the sequential, comprehensive health education program in accordance with curriculum regulations and the academic standards for Health, Safety and Physical Education, and Family and Consumer Sciences.[5] **[6] [7]**

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

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

Nutrition education lessons and activities shall be age-appropriate.

Nutrition Promotion

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

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

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

Physical Activity

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

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

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

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

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

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

Physical Education

A sequential physical education program consistent with curriculum regulations and Health, Safety and Physical Education academic standards shall be developed and implemented. All district students must participate in physical education. **[6] [7]** [9]

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

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

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

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

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

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

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

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

Appropriate professional development shall be provided for physical education staff.

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

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

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

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

Other School Based Activities

Safe drinking water shall be available and accessible to students, without restriction and at no cost to the student, at all meal periods and throughout the school day.[10][11][12][13]

Nutrition professionals who meet hiring criteria established by the district and in compliance with federal regulations shall administer the school meals program. Professional development and continuing education shall be provided for district nutrition staff, as required by federal regulations. [8] [14][15][16]

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

Students shall be provided a clean and safe meal environment.

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

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

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

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

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

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

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

Nutrition Guidelines for All Foods/Beverages at School

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

Foods and beverages provided through the National School Lunch or School Breakfast Programs shall comply with established federal nutrition standards.[10][11][14][15]

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

Competitive Foods -

Competitive foods available for sale shall meet or exceed the established federal nutrition standards (USDA Smart Snacks in School). These standards shall apply in all locations and through all services where foods and beverages are sold to students, which may include, but are not limited to: a la carte options in cafeterias, vending machines, school stores, snack carts and fundraisers.[2][17][18]

~~**Competitive foods** are defined as foods and beverages offered or sold to students on school campus during the school day, which are not part of the reimbursable school breakfast or lunch.~~

For purposes of this policy, **school campus** means any area of property under the jurisdiction of the school that students may access during the school day.[2][17]

For purposes of this policy, **school day** means the period from midnight before school begins until thirty (30) minutes after the end of the official school day.[2][17]

The district may impose additional restrictions on competitive foods, provided that the restrictions are not inconsistent with federal requirements.[17]

Fundraiser Exemptions -

Fundraising activities held during the school day involving the sale of competitive foods shall be limited to foods that meet the Smart Snacks in School nutrition standards, unless an exemption is approved in accordance with applicable Board policy and administrative regulations. **[19]**

The district may allow a limited number of exempt fundraisers as permitted by the Pennsylvania Department of Education each school year: up to five (5) exempt fundraisers in elementary and middle school buildings, and up to ten (10) exempt fundraisers in high school buildings. **Exempt fundraisers** are fundraisers in which competitive foods are available for sale to students that do not meet the Smart Snacks in School nutrition standards.[17]

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

Non-Sold Competitive Foods -

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

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

1. Rewards and Incentives:

    a. Foods and beverages shall not be used as a reward or incentive in district schools.

    b. Foods and beverages shall not be used as a reward for classroom or school activities unless the reward is an activity that promotes a positive nutrition message (e.g., guest chef, field trip to a farm or farmers market, etc.).

2. Shared Classroom Snacks:

    a. Shared classroom snacks are not permitted in district schools.

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

Marketing/Contracting -

Any foods and beverages marketed or promoted to students on the school campus during the school day shall meet or exceed the established federal nutrition standards (USDA Smart Snacks in School) and comply with established Board policy and administrative regulations.[2][17]

Exclusive competitive food and/or beverage contracts shall be approved by the Board, in accordance with provisions of law. Existing contracts shall be reviewed and modified to the extent feasible to ensure compliance with established federal nutrition standards, including applicable marketing restrictions.[20]

Management of Food Allergies in District Schools

The district shall establish Board policy and administrative regulations to address food allergy management in district schools in order to: [21]

1. Reduce and/or eliminate the likelihood of severe or potentially life-threatening allergic reactions.

2. Ensure a rapid and effective response in case of a severe or potentially life-threatening allergic reaction.

3. Protect the rights of students by providing them, through necessary accommodations when required, the opportunity to participate fully in all school programs and activities.

Safe Routes to School

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

Footnotes

[1] 42 U.S.C. 1758b
law.cornell.edu
law.cornell.edu
Legal Reference
View source

[2] 7 CFR 210.31
ecfr.gov
ecfr.gov
Legal Reference
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[3] 7 CFR 210.15
ecfr.gov
ecfr.gov
Legal Reference
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[5] 24 P.S. 1513
palegis.us
palegis.us
Legal Reference
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[6] Pol. 102
Legal Reference
Open policy

[7] Pol. 105
Legal Reference
Open policy

[8] Pol. 808
Legal Reference
Open policy

[9] 24 P.S. 1512.1
palegis.us
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[10] 7 CFR 210.10
law.cornell.edu
law.cornell.edu
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[11] 7 CFR 220.8
law.cornell.edu
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Legal Reference
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[12] 24 P.S. 701
palegis.us
palegis.us
Legal Reference
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[13] 24 P.S. 742
palegis.us
palegis.us
Legal Reference
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[14] 42 U.S.C. 1751
law.cornell.edu
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Legal Reference
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[15] 42 U.S.C. 1773
law.cornell.edu
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[16] 7 CFR 210.30
ecfr.gov
ecfr.gov
Legal Reference
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[17] 7 CFR 210.11
law.cornell.edu
law.cornell.edu
Legal Reference
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[18] 7 CFR 220.12
law.cornell.edu
law.cornell.edu
Legal Reference
View source

[19] Pol. 229
Legal Reference
Open policy

[20] 24 P.S. 504.1
palegis.us
palegis.us
Legal Reference
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[21] Pol. 209.1
Legal Reference
Open policy

Policy Number	249 SD PNN
Title	Bullying/Cyberbullying
Version	v3 · 8/25/2026

Bullying/Cyberbullying

PURPOSE

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. **The Board is committed to providing a safe, positive learning environment for district students that is free from bullying and cyberbullying.**

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

{X } and/or outside 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.

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]

{X } and/or outside a school setting.

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.

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]

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 **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**/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.

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]

{X } Counseling within the school.

{X } Parental conference.

{X } Loss of school privileges.

{X } Transfer to another school building, classroom or school bus.

{X } Exclusion from school-sponsored activities.

{X } Detention.

{X } Suspension.

{X } Expulsion.

{X } Counseling/Therapy outside of school.

{X } 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

{X}may

{ } shall

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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Footnotes

[1] 24 P.S. 1303.1-A

[2] Pol. 805.1
Policy Reference
Open policy

[3] 23 Pa. C.S.A. 6301

[4] Pol. 806
Policy Reference
Open policy

[5] 24 P.S. 1302-E

[6] Pol. 236.1
Policy Reference
Open policy

[7] Pol. 103
Policy Reference
Open policy

[8] Pol. 103
Policy Reference
Open policy

[9] Pol. 216
Policy Reference
Open policy

[10] 22 PA Code 12.3

[11] 20 U.S.C. 7118

[12] 24 P.S. 1302-A

[13] Pol. 236
Policy Reference
Open policy

[14] 24 P.S. 1319-B

Policy Number	704
Title	Maintenance
Adopted	7/19/2011
Revised	10/16/2018

704

Maintenance

Adopted: 7/19/2011 Last Revised: 10/16/2018

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.[1][2][3]

Delegation of Responsibility

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

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

Testing lead levels in drinking water.

Equipment replacement program.

Long-range plans for building modernization and conditioning.

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

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

The Superintendent shall report periodically to the Board regarding the current maintenance and improvement program and projected maintenance needs that include cost analysis.

Footnotes

[1] 24 P.S. 701
palegis.us
palegis.us
Legal Reference
View source

[2] 24 P.S. 742
palegis.us
palegis.us
Legal Reference
View source

[3] 24 P.S. 772
legis.state.pa.us
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Legal Reference
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NEW

Book	Policy Manual
Section	700 Property
Title	Facility Dogs
Code	718.1
Status	New
Adopted	
Last Revised	

Purpose

The Warwick School District Board of School Directors supports the use of facility dogs in the district's schools to provide support to students' and staff wellbeing and create a positive, supportive school environment. Facility dogs can provide benefits that are documented in current research-based literature, including reduced stress and anxiety, improved physical and emotional wellbeing, reduced blood pressure, improved self-esteem, increased communication skills, increased attentiveness and engagement, and increased likelihood of successful academic achievement.

Definitions

Facility Dog - A dog specially trained and evaluated ~~certified~~ by an ~~accredited~~ assistance dog organization, or professional dog trainer/business. The dog has been evaluated and trained to provide support and positive influence on students and staff in a school environment. A facility dog is not a service animal under the Americans with Disabilities Act (ADA), guide animal, or therapy animal, as it is not designed to provide accommodations to one person. The facility dog shall be well-behaved and have a temperament suitable for interaction with students, staff and others in a public school setting.

Caretaker - A designated school staff member who has successfully completed training and certification through an ~~accredited~~ assistance dog organization or professional dog trainer/business. The caretaker, while not the owner, is responsible for the full-time care, custody, and control of the facility dog outside of school hours, including transporting the dog to and from school daily, providing food, water, grooming, exercise, healthcare coordination, and other daily care needs. The caretaker shall assume full responsibility for the facility dog's care, behavior, health, and wellbeing in the home and during transportation.

The Caretaker acknowledges that they are not entitled to additional compensation, expanded break or lunch time, or prep time for facility dog duties beyond their regular wages, and voluntary hours spent with the facility dog outside the normal work schedule do not constitute additional hours worked under the Fair Labor Standards Act or applicable employment agreements.

Backup Caretaker - A designated school staff member who has successfully completed training ~~and certified~~ through an ~~accredited~~ assistance dog organization, or professional dog trainer/business or approved by the Superintendent or designee. The backup caretaker, while not the owner, is responsible for the care, custody, and control of the facility dog outside of school hours, including transporting the dog to and from school daily, providing food, water, grooming, exercise, healthcare coordination, and other daily care needs when the Caretaker is unable to perform the duties. The Backup Caretaker shall assume full responsibility for the facility dog's care, behavior, health, and wellbeing in the home and during transportation when the Caretaker is unable to perform the duties.

The Backup Caretaker acknowledges that they are not entitled to additional compensation, expanded break or lunch time, or prep time for facility dog duties beyond their regular wages, and voluntary hours spent with the facility dog outside the normal work schedule do not constitute additional hours worked under the Fair Labor Standards Act or applicable employment agreements.

Handlers - Designated school staff members including the Caretaker and Backup Caretaker, who have successfully completed training ~~and certification~~ through an ~~accredited~~ assistance dog organization, or professional dog trainer/business. Handlers are responsible for supervising, directing, and controlling the facility dog during the school day. Handlers ensure the dog is available and properly cared for throughout the workday and facilitate appropriate interactions between the dog and students and staff. Handlers shall maintain direct supervision and control of the facility dog at all times during the school day and at school-related events.

Guidelines

Governance

Program Ownership and Administration
The Warwick School District shall own and be responsible for all facility dogs. The Superintendent or designee shall have ultimate responsibility for approving the presence of any facility dog in district buildings, limiting the number of facility dogs present at any time, and for overseeing all aspects of the facility dog program. The district shall develop administrative regulations for implementation of this policy.

Financial Responsibility
The district shall assume all financial responsibility for facility dogs, including selection, training, and placement of dogs, training of handlers and caretakers, veterinary care and vaccinations, food and supplies, grooming, and liability insurance. Caretakers and handlers shall not receive additional compensation beyond their regular wages for serving in these roles. Hours spent caring for the facility dog outside of normal work schedules are not considered additional hours worked for purposes of employment law or collective bargaining agreements.

Volunteer Position
Service as a caretaker or handler is entirely voluntary and is not a condition of employment. Staff members may resign from these positions at any time by submitting written notice to the Superintendent or designee.

Program Setup

Handler and Caretaker Agreements
Prior to assuming duties as a Caretaker, Backup Caretaker, or Handler, all individuals responsible for handling or caring for a facility dog shall complete required training and certification through an ~~accredited~~ assistance dog organization, or professional dog trainer/business. All Caretakers, Backup Caretakers, and Handlers shall execute a Facility Dog Volunteer Agreement that clearly defines duties, responsibilities, and expectations, including participation in initial, annual, and ongoing training requirements, reporting responsibilities and requirements, circumstances that may require additional coaching or remedial training, acknowledgment of the standards necessary to ensure the safety and well-being of both the dog and those it serves, and acknowledgment of the limitations on compensation and work hours. The signed agreement shall be maintained in personnel records.

Certification and Training
Each facility dog must be evaluated ~~certified~~ by an ~~accredited~~ assistance dog organization, or professional dog trainer/business and ~~must maintain current certification~~ undergo re-evaluation annually or as required by the ~~training~~ organization. All facility dogs must meet Canine Good Citizen certification requirements or an equivalent certification.

All Caretakers and handlers must complete initial training as required by the dog training organization and shall complete ~~annual~~ training updates as required by the dog training organization or Superintendent or designee. Each Caretaker and handler shall receive a comprehensive training manual to serve as a long-term reference, including but not limited to working dog terminology, working commands, canine behavior and body language, daily care and maintenance, veterinary and preventative health care, emergency procedures, community outings, and bonding with a working dog.

Health and Vaccinations
The caretaker shall provide documentation of the following health records received by the facility dog and signed by the veterinarian, these records should be kept on file at the district office by the Superintendent or designee.

1. Annual veterinary examination by a licensed veterinarian;
2. Vaccinations should be given as per local and state regulations and on the advice from the veterinarian trusted with the dogs medical care; ~~Annual up-to-date vaccinations as required by the veterinarian;~~
3. Annual comprehensive wormer or fecal check;
4. Annual examination for external parasite control;
5. ~~Annual~~ Bordetella vaccination as recommended by the Veterinarian; and
6. ~~Rabies and five-way parvo/distemper (DHPP) every three (3) years, except that a facility dog receiving rabies and parvo vaccination in the Facility Dog's first year shall receive a follow-up vaccine in the dog's second year, with vaccinations every three (3) years thereafter; and~~
7. Year-round preventative parasite control (fleas, ticks) and heartworm medication as recommended by the Veterinarian with consideration for the risks based on the area.

Licensing
The district ~~caretaker~~ shall ensure the facility dog maintains a current or lifetime local dog license and all appropriate identification. Proof of licensure shall be kept on file with the Superintendent or designee.

Insurance and Liability
The district shall maintain liability insurance for the facility dog and approved handlers with a minimum coverage amount of One Million Dollars ($1,000,000). Prior to approving a facility dog, the district shall ensure that district insurance will cover the specific breed and type of dog. To the extent not immune under applicable law, the district shall assume liability for personal injury caused by or related to the presence of the facility dog while on district premises, provided all procedures in this policy are followed.

Staff Training
All staff of the district in school/building where a facility dog is assigned shall receive annual training on the proper use, handling, and purpose of the facility dog. Training shall include information about encountering the dog during the workday and appropriate behavior when the dog is in "work" mode. The training shall also address responses and approaches for accommodating students and/or building staff with allergies and/or fears of dogs. Information regarding the facility dog program shall be included in staff handbooks and parent/student handbooks annually.

Notification
Prior to the introduction of any facility Dog to a school community, notification shall be sent to all staff and families of students in that building. A statement about the facility Dog shall be included in all student handbooks. The same information shall be included in enrollment packets for new families entering the district who enroll a student in a school that has a facility dog.

Allergies and Aversions
Prior notification shall be sent to all staff and families of students in each building where a facility dog may be present. The facility dog shall be restricted and removed from any room or area of the building ~~location~~ in which allergies or aversions are made known. The school nurse shall notify handlers of any health-related concerns regarding students or staff. Accommodations shall be addressed on a case-by-case basis as needed.

Daily Operations

Caretaker and Handler Supervision and Transition
Each morning, the facility dog's health and attitude will be assessed before bringing the dog to school. This assessment shall include visual observation of the dog's overall health, any injuries or illness, verification that the dog has been properly exercised and toileted, confirmation that the dog has been fed, observation of any behavioral changes from the previous day, and confirmation of any medications given and the day's schedule. If the Caretaker has any reasonable doubt as to the facility dog's fitness to be in school, the Caretaker shall refrain from bringing the facility dog to school. This assessment may be conducted verbally and visually in the presence of a ~~the~~ handler. Formal written documentation is not required for routine days. ~~without formal written documentation for routine days~~. Any severe illness should be communicated to the Superintendent or designee.

Daily Care and Feeding
The facility dog shall have a comfortable, quiet area within the school where its crate or bed may be kept so the facility dog can rest and have downtime. The location of the crate or bed shall have adequate access to air and light and shall be in a ~~the~~ handler's workspace where a ~~the~~ handler is present or immediately nearby.

Toileting areas at each school shall be designated by the Superintendent or building administrator. A ~~The~~ handler shall provide the facility dog with regular opportunities to toilet during the school day, including access to designated outdoor areas for urination and defecation. Handlers are responsible for the proper handling of any waste and shall collect all solid waste immediately and place it in the designated outdoor trash can. Custodial staff should be contacted if a facility dog creates waste in a school or on external surfaces where additional remediation is necessary.

A ~~The~~ handler shall ensure the facility dog has adequate exercise during the school day and shall provide access to fresh water throughout the school day. Feeding schedules shall be determined by the trainer and the district. Treats or toys shall only be given when arranged through A ~~the~~ handler.

Grooming and Hygiene
The facility dog shall be groomed regularly and bathed at least every six weeks. The dog shall be brought to school properly groomed, clean, and free of illness or injury. Caretakers and handlers shall maintain proper hygienic practices, including brushing, ear and teeth cleaning, nail trimming, and administering medications as needed. Frequent areas where the dog is present shall be vacuumed and cleaned regularly.

Authorized Areas
The facility dog shall have access only to areas of school buildings and properties that have been authorized by the building administrator, Superintendent or designee. The facility dog may not enter areas where machinery or power tools are in operation.

Services Provided
Facility dogs may be utilized for scheduled classroom visits for individual or group meetings, counseling, testing, and support for students experiencing anxiety, withdrawal, or heightened emotions, and public events as determined by the district. The facility dog shall not be used in instances where a student or staff member is in a state of escalation and aggression. The dog shall only interact with those who feel comfortable and who do not have documented allergies or aversions to dogs.

Transportation
The Caretaker is responsible for transporting the facility dog to and from school daily. The facility dog shall be safely restrained or confined during transport using a crate, harness, crash tested seatbelt, or other secure method approved by the assistance dog organization or professional trainer/business ~~veterinarian and training organization~~. The vehicle used for transport shall have proper climate control. The Caretaker shall not leave the dog unattended in a vehicle. The facility dog shall be equipped with an Air Tag or similar GPS tracking device to enable immediate location if the dog is lost or escapes during transport.

In the event the Caretaker is unable to transport the dog due to illness or emergency, the Backup Caretaker or a handler shall assume transportation responsibility. If none are ~~neither is~~ available, the Superintendent or designee shall arrange alternative transportation or approve the dog's absence from school that day.

Facility dogs are not permitted on school buses or other district transportation with students without explicit approval of the Superintendent or designee. Any such transportation requires prior written approval from the Superintendent or designee.

In case of vehicle emergency while transporting the dog, the Caretaker shall immediately notify the Superintendent or building administrator. The dog shall not be left unattended in a vehicle, alternative transportation shall be arranged, and an incident report shall be filed.

Handler Transitions and Oversight

Handler and Caretaker Transition
The facility dog's presence in the school building shall be tracked daily through the district's attendance or accountability system. The Caretaker or a Handler shall mark the facility dog as "present" when the dog arrives at the school building each morning and shall mark the dog as "absent" if the dog is not brought to school for any reason.

If the facility dog is marked as present but a Handler cannot locate the dog, or if there is any discrepancy in the dog's presence or whereabouts, a Handler shall immediately notify the building administrator and the Superintendent or designee.

Once a handler assumes responsibility, the facility dog must be under the supervision and control of a ~~the~~ handler at all times while on school grounds, and students shall never be left alone with the facility dog. The dog shall never be left unsupervised or alone on school property unless in a secure location. When not actively working, the dog shall remain in a designated crate or bed in a ~~the~~ handler's workspace where a handler is present or immediately nearby. During the school day, the facility dog will be monitored by a ~~the~~ Handler~~s~~ for signs of stress and proper steps to help alleviate or prevent the stress from rising to a higher level will be taken up to and including removal ~~ed~~ from the school setting if needed. A ~~The~~ handler shall maintain control of the dog in hallways, cafeterias, and other common areas, and shall not allow the dog to enter areas where it is not welcome or roam freely about the school building.

At the end of the school day, a ~~the~~ Handler shall provide a brief verbal or visual report to the Caretaker on the dog's behavior during the day and note any incidents, concerns, medications given, or behavioral observations. The dog shall be in a safe, calm state before the Caretaker assumes responsibility. The Caretaker shall not remove the dog from school property until confirming the dog is fit for transport and after-school care.

If the Caretaker cannot pick up the dog at day's end, the Backup Caretaker or a Handler shall assume responsibility. If neither the Caretaker, ~~nor~~ Backup Caretaker or a Handler is available, the Superintendent or designee shall arrange immediate alternative care.

Ongoing Recipient Reporting
During the first six months following placement of a facility dog, the Caretaker shall complete a monthly written report to the Superintendent or designee documenting changes and/or concerns in the facility dog's behavior or health status. Monthly reports shall document the facility dog's overall condition and health, medications and

preventative veterinary care provided, daily care and well-being observations, behavioral observations or concerns, fears, stressors, or changes in temperament, and any other noteworthy observations. These reports will also include any comments, concerns or issues expressed by the Backup Caretaker or a ~~the~~ Handler.

These reports shall be reviewed by the Superintendent or designee to identify potential concerns early, provide guidance when appropriate, and determine whether additional support or remedial training is needed. After the initial first-year period, ongoing reporting shall continue on a schedule determined by the Superintendent or designee, but no less than annually to report any changes and/or concerns in the facility dog's behavior or health status.

Annual ~~Facility Dog~~ Compliance Test
All facility dogs, caretakers and handlers shall participate in an annual compliance test conducted by the ~~certified~~ dog training organization, or professional dog trainer/business or a qualified designee. The test shall include evaluation of the interaction between the dog and its handlers, evaluation of the dog's behavior and body language in public and school environments, assessment of the dog's health, temperament, and continued suitability for service, and review of updated vaccination records and veterinary documentation to ensure the dog remains healthy and fit for duty.

If a facility dog, caretaker or handler does not successfully complete the test, the Superintendent or designee shall determine appropriate next steps, which may include additional training, coaching, or removal from service.

Exclusions and Removal
A facility dog may be excluded or removed from district property at the discretion of the Superintendent, building administrator, or designee for any reason, including but not limited to:

1. The Superintendent, building administration, or designee believe, in their sole discretion, that the Caretaker and/or Handler does not have control of the Facility Dog.
2. The facility dog is not housebroken or shows signs of illness or injury.
3. The facility dog poses a direct threat to the health and safety of students, staff, or others.
4. The presence of the facility dog significantly interferes with the educational process.
5. The caretaker or handler fails to comply with this policy or administrative regulations.
6. Changes in the caretaker or handler's circumstances make continued service inappropriate.

The caretaker or handler shall immediately remove the facility dog from school property when instructed to do so by a school administrator.

Complaints and Concerns
Issues or concerns related to facility dogs shall be taken seriously and addressed promptly. The following procedures shall be followed:

1. All issues or concerns shall be reported immediately both verbally and in writing.
2. Students shall report concerns to a staff member. This should be a written report in addition to any verbal reports.
3. Staff members shall report concerns to building administration. Both verbally and in writing.
4. All concerns must be reported to and documented by the Superintendent or designee. Both verbally and in writing.
5. Building administration shall ensure appropriate actions are taken to address substantiated concerns.
6. Decisions by building administration may be appealed to the Superintendent.

Retirement of Facility Dogs
District Facility Dogs in general terms work 5-10 ~~7~~ years before retiring if their health and well-being and safety are maintained and the Facility Dog still enjoys coming to school and interacting with staff and students. The decision to retire a Facility Dog will be determined by the assistance dog organization or professional trainer/business ~~accredited agency~~, the Superintendent or designee, the Caretaker and any Veterinary reports to support this decision.

Upon retirement from continued service with the district, the Superintendent shall give consideration to placing the retired facility dog with its current or former caretaker who is willing to adopt the dog. This consideration is not a guarantee that a retired dog will be placed with the caretaker.

Policy Number	803
Title	School Calendar
Adopted	7/19/2011
Revised	10/15/2024

803

School Calendar

Adopted: 7/19/2011 Last Revised: 10/15/2024

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 180 student days or 900 hours of instruction at the elementary level, 990 hours of instruction at the secondary level and 450 hours of instruction for half-day kindergarten programs and prekindergarten programs.[1][2][8][10]

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, 990 hours of instruction at the secondary level and 450 hours of instruction for half-day kindergarten programs and prekindergarten programs.

2. Reducing the length of time of daily instruction for courses and classes.

3. Implementing remote and other alternative methods of delivering instruction under the direction of certified school employees.

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

Delegation of Responsibility

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

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

Footnotes

[1] 24 P.S. 133
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[2] 24 P.S. 1501
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[3] 24 P.S. 1502
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[13] 24 P.S. 1501.3
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[14] Pol. 006
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[15] Pol. 805
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Open policy

Policy Number	805.2
Title	School Security Personnel
Adopted	12/17/2019
Revised	2/17/2026

805.2

School Security Personnel

Adopted: 12/17/2019 Last Revised: 2/17/2026

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 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 police officers, School Resource Officers (SROs), and 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** and 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. **[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.

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. [7] [14]

8. Coordinate School Safety and Security Assessments, School Safety and Security grant requirements and respond to School Safety and Security surveys, as applicable. [11] [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 must complete 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 number of school security personnel that are armed, listed by type(s) of personnel.

   b. The school building at which each school security personnel is assigned, listed by type(s) of personnel.

   c. The training, including the type of training and completion dates, of each school security personnel, listed by type(s) of personnel.

   d. 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]

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 personnel shall carry weapons, including firearms, in performance of their duties only if, and to the extent, authorized by the Board, including as provided in an agreement with a law enforcement agency for the stationing of a School Resource Officer or in a contract with an independent contractor or third-party vendor approved by the Board.

Guidelines

School Police Officers

The district shall employ and/or contract for one or more school police officers and apply to the appropriate court for appointment and powers of authority, in accordance with the provisions of law.[2][22][23][24] **[25] [26]**

Within thirty (30) days of court approval for appointment of a school police officer, the district shall notify the School Safety and Security Committee and submit a copy of the court's order. [22]

School police officer -[2][23][24]

1. A law enforcement officer employed by the district whose responsibilities, including work hours, are established by the district; or

2. An independent contractor or an individual provided through a third-party vendor who has been appointed in accordance with law, and who meets the requirements of contracted services personnel, in accordance with Board policy. **[26]**

Background Checks -

Prior to receiving an offer of employment, all school police officers 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 police employed by the district and Board policy 818 for school police 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 police employed by the district and shall review a background investigation conducted for all school police 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 police officer employed or contracted by the district, in accordance with applicable law and regulations for a law enforcement agency.[33][34]

Requirements -

The district shall annually report the following information regarding school police officers receiving required training to the PA Department of Education, the School Safety and Security Committee and the PA Commission on Crime and Delinquency:[35]

1. The district's name and the number of school police officers employed or contracted by the district.
2. The municipalities comprising the district.
3. The date and type of training provided to each school police officer.

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.[32][36]

School police officers shall take and subscribe to the Oath of Office required by law.[37]

School police officers shall successfully complete required training, in accordance with law, and other required staff training, including 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.[38][39][40][41] [42]

School police officers shall possess and exercise the following duties:[43]

1. Enforce good order in school buildings, on school buses or vehicles owned or leased by the district, and on school grounds.

2. If authorized by the court, issue summary citations or detain individuals who are in school buildings, on school buses and on school grounds in the district until local law enforcement is notified.

3. If authorized by the court, a school police officer who is a law enforcement officer employed by the district whose responsibilities, including work hours, are established by the district, may exercise the same powers as exercised under authority of law or ordinance by the police of the municipality in which the school property is located.

School police officers shall wear the assigned metallic shield or badge provided by the district in plain view when on duty.[44]

School Resource Officers (SROs)

The district shall establish an agreement with Lititz Borough Police Department, in accordance with the provisions of law, for the assignment of a School Resource Officer(s) to specified district schools.[2] **[45]**

School Resource Officer (SRO) - a law enforcement officer commissioned and employed by a law enforcement agency whose duty station is located in the district and whose stationing is established by an agreement between the law enforcement agency and the district. The term includes an active certified sheriff or deputy sheriff whose stationing in the district is established by a written agreement between the county, the sheriff's office and the district.[2]

The agreement shall address the powers and duties conferred on SROs, which shall include but not be limited to:[46]

1. Assist in identification of physical changes in the environment which may reduce crime in or around a school.

2. Assist in developing Board policy, administrative regulations or procedures which address crime, and recommending procedural changes.

3. Develop and educate students in crime prevention and safety.

4. Train students in conflict resolution, restorative justice and crime awareness.

5. Address crime and violence issues, gangs and drug activities affecting or occurring in or around a school.

6. Develop or expand community justice initiatives for students.

7. Other duties as agreed upon between the district and municipal agency.

Prior to assignment in the district, the district shall confirm that the law enforcement agency has completed a law enforcement agency background investigation and received the SRO's separation record, when required, in compliance with applicable law and regulations. The district shall coordinate with the law enforcement agency in making required reports regarding hiring and separation, and maintaining all required records, in accordance with applicable law and regulations.[32][36]

SROs shall successfully complete required training, in accordance with law.[46]

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/School security officer - 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, including school police officers, and including SROs.
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]

School security guards authorized to carry a firearm shall maintain an appropriate license and successfully complete required firearm training in accordance with law.[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.[32][36]

Footnotes

[1] 24 P.S. 1316-C
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[2] 24 P.S. 1301-C
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[3] 24 P.S. 1309-B
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[4] Pol. 146.1
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[5] Pol. 227
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[6] Pol. 236
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[7] Pol. 236.1
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[8] Pol. 249
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[9] Pol. 333
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[10] Pol. 351
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[11] Pol. 805
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[12] Pol. 819
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[13] 24 P.S. 1310-B
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[14] 24 P.S. 1302-E
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[15] 24 P.S. 1305-B
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[16] 24 P.S. 1316-B
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[17] 24 P.S. 1205.1
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[18] 24 P.S. 1205.5
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[19] Pol. 006
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[20] Pol. 235.1
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[21] Pol. 805.1
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[22] 24 P.S. 1302-C
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[23] 24 P.S. 1310-C
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[24] 24 P.S. 1311-C
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[28] 24 P.S. 111.1
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[34] 44 Pa. C.S.A. 7310
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[36] 37 PA Code 241.1
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[37] 24 P.S. 1304-C
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[39] 22 PA Code 10.23
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[41] 22 PA Code 14.133
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[42] Pol. 113.2
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[43] 24 P.S. 1306-C
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[44] 24 P.S. 1307-C
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[45] Pol. 909
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[46] 24 P.S. 1313-C
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[47] 24 P.S. 1314-C
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Policy Number	822
Title	Automated External Defibrillator (AED)/Cardiopulmonary Resuscitation (CPR)
Adopted	7/19/2011
Revised	5/21/2013

822

Automated External Defibrillator (AED)/Cardiopulmonary Resuscitation (CPR)

Adopted: 7/19/2011 Last Revised: 5/21/2013

Purpose

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

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

DEFINITION

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

Authority

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

Each school nurse or designee, coach of an athletic activity, marching band director, physical education teacher and athletic trainer in the district must participate in instruction in the use of an AED and CPR and maintain their certification.[2]
The AED units are owned by the district and shall be properly maintained and tested, and located in secure and accessible locations.

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

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

The AED units shall be used in accordance with approved district procedures.

~~Except in extenuating circumstances, each school shall have one (1) person certified in the use of cardiopulmonary resuscitation (CPR) during regular school hours when school is in session and students are present.[1]~~

~~The automated external defibrillator (AED) units are owned by the district and shall be properly maintained and located in secure and accessible locations.~~

~~The automated external defibrillator (AED) units shall be used in accordance with approved district procedures.~~

Guidelines

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

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

The district may make instruction on the principles and techniques of CPR and the use of operating an AED available to students

Written guidelines for medical emergencies related to the use of automated external defibrillator (AED) units shall be provided to all members of the core team.

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

Delegation of Responsibility

The Superintendent or designee shall develop and disseminate administrative regulations that detail the use of automated external defibrillator (AED) units.

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

~~Automated external defibrillator (AED) units may be used by all members of the district's core team who have successfully completed training and any trained volunteer who has a current course completion card.~~

Footnotes

[1] 24 P.S. 1424
palegis.us
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Legal Reference

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