Work Session

Tuesday, November 10, 2026 7:00 PM
Board Room of the Administrative Building, 1891 Loucks Road, Suite 100, York, PA 17408

1. **EXECUTIVE SESSION - BOARD ONLY**
2. **COMMENCEMENT OF THE MEETING**
3. **ROLL CALL**
4. **PLEDGE OF ALLEGIANCE**
5. **APPROVAL OF MINUTES**

5.A. APPROVAL OF BOARD MEETING MINUTES

6. **DISCUSSION ITEMS**

6.A. 2027-2028 DISTRICT CALENDAR
6.B. ASSESSMENT APPEAL
6.C. BOARD POLICY REVISIONS/ADOPTIONS
6.D. CHANGE ORDERS
6.E. CONTRACTS / AGREEMENTS
6.F. DRIVER RECOMMENDATIONS
6.G. FIBER OPTIC- ATHLETIC FIELDS PROJECT
6.H. TRANSPORTATION AGREEMENT
6.I. OTHER MATTERS

7. **PERSONNEL (DISCUSSION)**

7.A. APPOINTMENTS
7.B. TRANSFERS
7.C. RESIGNATIONS
7.D. VOLUNTEERS
7.E. STUDENT TEACHERS

8. **COMMITTEE REPORTS**

8.A. ASSESSMENT COMMITTEE
8.B. BUDGET & FINANCE COMMITTEE (Gettys)

8.C. COCURRICULAR COMMITTEE (Rice)

8.D. COMMUNICATION AND ENGAGEMENT COMMITTEE (Shah)

8.E. EDUCATIONAL PROGRAMMING COMMITTEE (Hamme)

8.F. FACILITIES COMMITTEE (Deardorff)

8.G. FOUNDATION FOR THE WYASD (Dugan)

8.H. WELLNESS COMMITTEE (Dugan)

8.I. WEST MANCHESTER TOWNSHIP RECREATION COMMITTEE (Harlacher)

8.J. YORK COUNTY SCHOOL OF TECHNOLOGY (Gettys) and YCST AUTHORITY (Gettys)

8.K. YORK ADAMS ACADEMY (Rice)

8.L. YORK/LIU JOINT AUTHORITY (Gettys) and LIU BOARD (Gettys)

9. **PUBLIC COMMENT**

10. **ANY ADDITIONAL ITEMS TO DISCUSS**

11. **ADJOURNMENT**

12. **EXECUTIVE SESSION (IF NEEDED)**

Board Meeting

Tuesday, October 20, 2026 6:30 PM
Board Room of the Administrative Building, 1891 Loucks Road, Suite 100, York, PA 17408

1. **EXECUTIVE SESSION - BOARD ONLY**

2. **COMMENCEMENT OF MEETING**
Discussion: The meeting commenced at 6:31 p.m.
President Rice reported that an Executive Session had been held prior to the meeting to discuss personnel and budget matters.

3. **ROLL CALL**

4. **PLEDGE OF ALLEGIANCE**

5. **APPROVAL OF WORK SESSION MINUTES**
Action(s):
Approval of the October 13, 2026, Board Meeting minutes. This motion, made by Chad Deardorff and seconded by Jeanne Herman, Carried.
Voting Detail:

Chad Deardorff:	Yea
Christina Dugan:	Yea
Todd Gettys:	Yea
John Hamme:	Yea
Shawn Harlacher:	Yea
Jeanne Herman:	Yea
Ryan Mattern:	Yea
Daniel Rice II:	Yea
Jamye Shah:	Yea

Voting Summary: Yea: 9, Nay: 0
Discussion: The October 13, 2026, Board Work Session minutes were approved.

6. **PRESENTATIONS AND REPORTS**

6.A. STUDENT COUNCIL REPORT
Discussion: Samina Quayyum provided updates on several recent activities, including Homecoming Spirit Week, the Homecoming Parade and Pep Rally, and the Homecoming Dance. Student Council continues to make progress with its Mini-THON fundraising efforts, having achieved its initial $5,000 goal and now working toward its $10,000 goal. Upcoming events include Trunk or Treat and the High School Fall Play, The Marvelous Squad, with performances scheduled for the weekend of November 20.

6.B. SUPERINTENDENT'S REPORT
Discussion: Ms. Holman reported on the following:

- National Honor Society Induction: 19 new members, bringing total membership to 40.
- National Junior Honor Society Induction: 29 eighth-grade students inducted.
- Trunk or Treat: Thursday, October 22, beginning at 6:00 p.m. at the High School.
- The first marking period ends Friday, October 23. Parent-teacher

conferences are scheduled for November 5 and 6.

7. **PUBLIC COMMENT**

Discussion: No requests to speak were received during public comment.

8. **ACTION ITEMS**

Action(s):

Approval for Action items 8.A-8.J, as exhibited. Except 8.B. This motion, made by John Hamme and seconded by Chad Deardorff, Carried.

Voting Detail:

Chad Deardorff:	Yea
Christina Dugan:	Yea
Todd Gettys:	Yea
John Hamme:	Yea
Shawn Harlacher:	Yea
Jeanne Herman:	Yea
Ryan Mattern:	Yea
Daniel Rice II:	Yea
Jamye Shah:	Yea

Voting Summary: Yea: 9, Nay: 0

Discussion: Action Item 8.B. was pulled for separate discussion. Action Items 8.A. and 8.C.–8.J. were approved.

8.A. BUSINESS OFFICE REVIEW PROPOSAL

8.B. CHANGE ORDERS

Action(s):

Motion to approve GC#5 and EC#4 except PCO026 as listed. This motion, made by Chad Deardorff and seconded by Jamye Shah, Carried.

Voting Detail:

Chad Deardorff:	Yea
Christina Dugan:	Yea
Todd Gettys:	Yea
John Hamme:	Yea
Shawn Harlacher:	Yea
Jeanne Herman:	Yea
Ryan Mattern:	Yea
Daniel Rice II:	Yea
Jamye Shah:	Yea

Voting Summary: Yea: 9, Nay: 0

8.C. CISCO DUO MULTI-FACTOR AUTHENTIFICATION

8.D. DRIVER RECOMMENDATIONS

8.E. REDEVELOPMENT AUTHORITY OF THE COUNTY OF YORK (RACY) COOPERATION AND SUB-APPLICANT AGREEMENT

8.F. RESOLUTION FOR eSIGNATURE

8.G. SCHOOL-SPONSORED TRAVEL: PA INVENTION CONVENTION

8.H. SCHOOL-SPONSORED TRAVEL: ROBOTICS VEX QUALIFIER COMPETITION

8.I. SCHOOL-SPONSORED TRAVEL: MILL ROAD ADVENTURES

8.J. STUDENT EXPULSION 9-2026-6705-1

9. **ACTION ITEMS (PERSONNEL)**

Action(s):

Approval of Personnel Action Items, as exhibited. This motion, made by John Hamme and seconded by Chad Deardorff, Carried.

Voting Detail:

Chad Deardorff:	Yea
Christina Dugan:	Yea
Todd Gettys:	Yea
John Hamme:	Yea
Shawn Harlacher:	Yea
Jeanne Herman:	Yea
Ryan Mattern:	Yea
Daniel Rice II:	Yea
Jamye Shah:	Yea

Voting Summary: Yea: 9, Nay: 0

9.A. APPOINTMENTS

9.B. TENURE

9.C. RESIGNATIONS

9.D. RETIREMENTS

Discussion: Vice President Hamme acknowledged the retiring employees, recognizing their many years of service and noting that they will be missed. President Rice also expressed appreciation for their years of dedicated service to the District.

9.E. VOLUNTEERS

9.F. GUEST TEACHERS

9.G. SALARY COLUMN MOVES

10. **FINANCIAL STATEMENTS**

Action(s):

Motion to approve the Financial Statements, as exhibited. This motion, made by Chad Deardorff and seconded by John Hamme, Carried.

Voting Detail:

Chad Deardorff:	Yea
Christina Dugan:	Yea
Todd Gettys:	Yea
John Hamme:	Yea
Shawn Harlacher:	Yea
Jeanne Herman:	Yea
Ryan Mattern:	Yea
Daniel Rice II:	Yea
Jamye Shah:	Yea

Voting Summary: Yea: 9, Nay: 0

11. **INFORMATIONAL REPORTS**

Discussion: Vice President Hamme noted that the Enrollment Report reflected increasing class sizes in certain areas. Ms. Jacoby provided

additional information regarding special education class sizes, noting that the Complex Needs class at Lincolnway currently serves 12 students. She explained that the District maintains appropriate staffing levels for instructional aides, utilizing West York employees and, when necessary, agency personnel.

12. **OTHER MATTERS**

Discussion: No additional matters were brought before the Board.

13. **MOTION TO ADJOURN**

Action(s):

Motion to Adjourn. This motion, made by John Hamme and seconded by Chad Deardorff, Carried.

Voting Detail:

Chad Deardorff:	Yea
Christina Dugan:	Yea
Todd Gettys:	Yea
John Hamme:	Yea
Shawn Harlacher:	Yea
Jeanne Herman:	Yea
Ryan Mattern:	Yea
Daniel Rice II:	Yea
Jamye Shah:	Yea

Voting Summary: Yea: 9, Nay: 0

Discussion: The meeting adjourned at 6:48 p.m.

14. **EXECUTIVE SESSION - BOARD ONLY**

Discussion: EXECUTIVE SESSION - BOARD ONLY

_____

Board Secretary

West York Area School District

Every Student Every Day

2027-28 Calendar

Board Approved (Date Pending)

JULY 2027

S	M	T	W	T	F	S
				1	X	3
4	X	6	7	8	9	10
11	12	13	14	15	X	17
18	19	20	21	22	X	24
25	26	27	28	29	X	31

Student 0 days / Teacher 0 days

AUGUST 2027

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Student 9 days / Teacher 12 days

SEPTEMBER 2027

S	M	T	W	T	F	S
			1	2	◇3	4
5	X	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	◇24	25
26	27	28	29	30		

Student 21 days / Teacher 21 days

OCTOBER 2027

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	◇22	23
24	25	26	27	28	29	30
31						

Student 19 days / Teacher 20 days

NOVEMBER 2027

S	M	T	W	T	F	S
	1	2	3	◇4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	X	X	27
28	29	30				

Student 17 days / Teacher 18 days

DECEMBER 2027

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	◇10	11
12	13	14	15	16	17	18
19	20	21	22	◇23	X	25
26	X	X	29	X	X	

Student 17 days / Teacher 17 days

JANUARY 2028

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	X	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Student 19 days / Teacher 20 days

FEBRUARY 2028

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	X	15	16	17	18	19
20	21	22	23	24	◇25	26
27	28	29				

Student 19 days / Teacher 20 days

MARCH 2028

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	◇24	25
26	27	28	29	30	31	

Student 21 days / Teacher 22 days

APRIL 2028

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	X	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Student 17 days / Teacher 18 days

MAY 2028

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	◇12	13
14	15	16	17	18	19	20
21	22	23	24	◇25	26	27
28	X	30	◇31			

Student 22 days / Teacher 22 days

JUNE 2028

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	X	10
11	12	13	14	15	X	17
18	19	20	21	22	X	24
25	26	27	28	29	X	

Student 1 day / Teacher 1 day

Early Dismissal Times

Secondary - 10:55 a.m. Elementary - 11:30 a.m.

Inclement Weather/Emergency Days: The WYASD may use Distance Learning Days for up to (5) five inclement weather/ emergency days. The following dates may also be used for inclement weather/emergency closure make up: **February 14, March 13, and June 2-7, 2027.**

Marking Period 1: 44 Days
Marking Period 2: 47 Days **Semester 1: 91 Days**
Marking Period 3: 45 Days
Marking Period 4: 46 Days **Semester 2: 91 Days**
182 student days, 191 teacher days **DRAFT B**

Key

◇ Early Dismissal

X All Buildings and Grounds Closed

No School

Professional Learning Day / No School

PSSA Tests Grades 3-8 (No educational trips)

Keystone Tests Grades 8-12 (No educational trips)

No School **UNLESS Needed for Snow Make-up Days**

Aug 16-18	Professional Learning Days
Aug 19	ONLY grades K, 2, 4, 6, 9 attend
Aug 20	All students, K-12, attend
Sept 3	Early Dismissal
Sept 6	Labor Day Holiday
Sept 24	Early Dismissal
Oct 8	Professional Learning Day
Oct 11	No School
Oct 22	Early Dismissal
	Marking Period 1 Ends
	High School Semester 1/Term 1 Ends
Nov 4	Early Dismissal/Parent-Teacher Conf. (K-8)
Nov 5	Professional Learning Day/Parent-Teacher Conferences (K-5 AM Only)
Nov 24-29	Thanksgiving Holiday
Dec 10	Early Dismissal
Dec 23	Early Dismissal
Dec 24-31	Holiday Break
Jan 13	Marking Period 2 Ends
	High School Semester 1/Term 2 Ends
Jan 14	Professional Learning Day
Jan 17	Martin Luther King, Jr. Holiday
Feb 11	Professional Learning Day
Feb 14	Presidents' Day Holiday/ Snow Make-up #1
Feb 25	Early Dismissal
Mar 10	Professional Learning Day
Mar 13	No School/Snow Make-up #2
Mar 24	Early Dismissal
	Marking Period 3 Ends
	High School Semester 2/Term 1 Ends
Apr 13	Professional Learning Day
Apr 14-17	Spring Break
May 12	Early Dismissal
May 25	Early Dismissal/ Commencement
May 29	Memorial Day Holiday
May 31	Early Dismissal
June 1	Early Dismissal
	Last Day for Students and Teachers
	Marking Period 4 Ends
	High School Semester 2/Term 2 Ends
June 2-7	Snow Make-up Days

PLEASE NOTE: In accordance with board policy 803, the Superintendent may alter the calendar on an emergency basis.

Book	Policy Manual
Section	100 Programs
Title	Academic Standards
Code	102 Vol III 2026
Status	From PSBA

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.[2][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. World Languages.(*)
12. **Personal Finance/**Financial Literacy.~~(*)~~

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]

(*) District Specific Language

PSBA Revision 8/26 © 2026 PSBA

Footnotes

[1] 22 PA Code 4.11
pacodeandbulletin.gov
pacodeandbulletin.gov

Legal Reference

View source

[2]

22 PA Code 4.12

pacodeandbulletin.gov

pacodeandbulletin.gov

Legal Reference

View source

[3]

22 PA Code 4.3

pacodeandbulletin.gov

pacodeandbulletin.gov

Legal Reference

View source

[4]

Pol. 105

Policy Reference

Open policy

[5]

Pol. 107

Policy Reference

Open policy

[6]

Pol. 127

Policy Reference

Open policy

[7]

Pol. 212

Policy Reference

Open policy

[8]

Pol. 113

Policy Reference

Open policy

[9]

24-P-S-1556

palegis.us

palegis.us

Legal Reference

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Book	Policy Manual
Section	200 Pupils
Title	Virtual Attendance and Wellness Checks - **NEW POLICY**
Code	204.1 Vol III 2026
Status	From PSBA

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]

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

Wellness Check Records

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

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

Reporting Requirements

Any district employee/representative who observes any 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 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
palegis.us
palegis.us
Legal Reference
View source

[2]
23 Pa. C.S.A. 6301
palegis.us
palegis.us

Legal Reference

View source

[3]

Pol. 806

Policy Reference

Open policy

[4]

24 P.S. 1329

palegis.us

palegis.us

Legal Reference

View source

[5]

Pol. 204

Policy Reference

Open policy

Book	Policy Manual
Section	200 Pupils
Title	Health Examinations/Screenings
Code	209 Vol III 2026
Status	From PSBA

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 at** intervals established by the district. Height and weight measurements shall be used to calculate the student's weight-for-height ratio.[2][4][6]

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

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

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

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

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

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

Health Monitoring

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

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

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

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

Health Records

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

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

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

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

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

DELEGATION OF RESPONSIBILITY

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

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

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

PSBA Revision 8/26 © 2026 PSBA

Footnotes

[1]
24 P.S. 1401
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24 P.S. 1402
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24 P.S. 1403

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22 PA Code 12.41

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24 P.S. 1407

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28 PA Code 23.1

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28 PA Code 23.2

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20 U.S.C. 1232h

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23 Pa. C.S.A. 6311

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Pol. 806

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Pol. 103.1

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Book	Policy Manual
Section	200 Pupils
Title	School Wellness
Code	246 Vol III 2026
Status	From PSBA

PURPOSE

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

AUTHORITY

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

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

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

DELEGATION OF RESPONSIBILITY

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

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

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

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. Review of all foods and beverages sold in schools for compliance with established nutrition guidelines.
2. Listing of activities and programs conducted to promote nutrition and physical activity.
3. Feedback received from district staff, students, parents/guardians, community members and the Wellness Committee.

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

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

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

The district shall annually inform and update the public, including parents/guardians, students, and others in the community, about the contents, updates and implementation of this policy via the district website, student handbooks, newsletters, posted notices and/or other efficient

communication methods. This annual notification shall include information on how to access the School Wellness policy; information about the most recent triennial assessment; information on how to participate in the development, implementation and periodic review and update of the School Wellness policy; and a means of contacting Wellness Committee leadership.[2][3]

GUIDELINES

Recordkeeping

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

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

Wellness Committee

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

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

The Wellness Committee shall review and consider evidence-based strategies and techniques in establishing goals for nutrition education and promotion, physical activity and other school

based activities that promote student wellness as part of the policy development and revision process.[3]

Advisory Health Council

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

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

Nutrition Education

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

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.

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

Nutrition 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.

District schools shall promote nutrition through the implementation of Farm to School activities, where possible. Activities may include, but not be limited to, the initiation/maintenance of school gardens, taste-testing of local products in the cafeteria and classroom, classroom

education about local agriculture and nutrition, field trips to local farms and incorporation of local foods into school meal programs.

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

Physical Activity

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

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

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

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

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

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

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

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

Physical Education

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

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

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

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

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

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.

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.

Social Media

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

1. **Mental, psychological and physical effects of social media and mobile device use.**
2. **Potential impacts of social media and mobile device use on academic growth and learning.**
3. **Safe use of social media, including how to recognize suspicious online behavior including, but not limited to:**

a. **Cyberbullying.**
b. **Predatory behavior.**
c. **Potential human trafficking.**

4. **Personal security and privacy on mobile devices.**

Other School Based Activities

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

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

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 be provided adequate time to eat: ten (10) minutes sit down time for breakfast; twenty (20) minutes sit down time for lunch.

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

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

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

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

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

Nutrition Guidelines for All Foods/Beverages at School

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

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

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

Competitive Foods -

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

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

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

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

Fundraiser Exemptions -

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

The district may allow a limited number of exempt fundraisers as permitted by the Pennsylvania Department of Education each school year: up to five (5) exempt fundraisers in elementary and middle school buildings, and up to ten (10) exempt fundraisers in high school

buildings. **Exempt fundraisers** are fundraisers in which competitive foods are available for sale to students that do not meet the Smart Snacks in School nutrition standards.[18]

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

Non-Sold Competitive Foods -

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

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

1. Rewards and Incentives:
    - Foods and beverages shall not be used as a reward or incentive in district schools.
2. Classroom Parties and Celebrations:
    - Classroom parties/celebrations with food/beverages shall be limited to no more than one (1) per month in each classroom.
    - Classroom parties shall offer a minimal amount of foods (maximum 2-3 items) containing added sugar as the primary ingredient (e.g., cupcakes, cookies) and will provide the following:
        i. Fresh fruits/vegetables; and
        ii. Water, 100 percent juice, 100 percent juice diluted with water, low-fat milk or nonfat milk.
3. Shared Classroom Snacks:
    - Dietary allergies and the number of snacks for each student shall be taken into account.

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

Marketing/Contracting -

Any foods and beverages marketed or promoted to students on the school campus during the school day shall meet or exceed the established federal nutrition standards (USDA Smart

Snacks in School) and comply with established Board policy and administrative regulations.[3][18]

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

Management of Food Allergies in District Schools

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

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

Safe Routes to School

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

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

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Footnotes

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

[3]
7 CFR 210.31

[4]
7 CFR 210.15

[5]
24 P.S. 1422

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24 P.S. 1513

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Pol. 102

Policy Reference

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24 P.S. 1512.1

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7 CFR 210.10

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7 CFR 220.8

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24 P.S. 701

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42 U.S.C. 1751

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42 U.S.C. 1773

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7 CFR 210.30

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7 CFR 210.11

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7 CFR 220.12

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Pol. 229

Policy Reference

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24 P.S. 504.1

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Pol. 209.1

Policy Reference

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24 P.S. 1556

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24 P.S. 742.1

Book	Policy Manual
Section	200 Pupils
Title	Bullying/Cyberbullying
Code	249 Vol III 2026
Status	From PSBA

PURPOSE

~~The Board is committed to providing a safe, positive learning environment for district students.~~ 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 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 and/or outside a school setting.[1]

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

AUTHORITY

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

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

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

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

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

~~Discrimination/Harassment~~

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

Confidentiality

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

Retaliation

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

DELEGATION OF RESPONSIBILITY

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

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

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

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

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

1. Board's Bullying**/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

~~The Code of Student Conduct, which shall contain this policy, shall be disseminated annually to students.[1][7][8]~~

~~This policy shall be accessible in every classroom. The policy shall be posted in a prominent location within each school building and on the district website.[1]~~

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]

- **Counseling within the school.**
- **Parental conference.**
- **Loss of school privileges.**
- **Transfer to another school building, classroom or school bus.**
- **Exclusion from school-sponsored activities.**
- **Detention.**
- **Suspension.**
- **Expulsion.**
- **Counseling/Therapy outside of school.**
- **Referral to law enforcement officials.**

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

Education

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

~~Consequences for Violations~~

~~A student who violates this policy shall be subject to appropriate disciplinary action consistent with the Code of Student Conduct, which may include:[1]~~[7][12]

~~1. Counseling within the school.~~

~~2. Parental conference.~~

~~3. Loss of school privileges.~~

~~4. Transfer to another school building, classroom or school bus.~~

~~5. Exclusion from school-sponsored activities.~~

~~6. Detention.~~

~~7. Suspension.~~

~~8. Expulsion.~~

~~9. Counseling/Therapy outside of school.~~

~~10.Referral to law enforcement officials.~~

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]

Footnotes

[1]

24 P.S. 1303.1-A

[2]

Pol. 805.1

Policy Reference

Open policy

[3]

Pol. 236.1

Policy Reference

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[4]

Pol. 103

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Pol. 216

Policy Reference

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22 PA Code 12.3

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Pol. 236

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Pol. 236

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[14]

24 P.S. 1319-B

Book	Policy Manual
Section	800 Operations
Title	School Calendar
Code	803 Vol III 2026
Status	From PSBA

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 and 990 hours of instruction at the secondary level. [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 and 990 hours of instruction at the secondary level.
2. Reducing the length of time of daily instruction for courses and classes.
3. Implementing remote and other alternative methods of delivering instruction under the direction of certified school employees.

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

DELEGATION OF RESPONSIBILITY

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

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

PSBA Revision 8/26 © 2026 PSBA

Footnotes

[1]
24 P.S. 133
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Legal Reference
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[2]
24 P.S. 1501
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24 P.S. 1502
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22 PA Code 11.1

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22 PA Code 11.2

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22 PA Code 4.4

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24 P.S. 520

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24 P.S. 520.1

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24 P.S. 1501.3

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Pol. 006

Policy Reference

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Pol. 805

Policy Reference

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Book	Policy Manual
Section	800 Operations
Title	School Security Personnel
Code	805.2 Vol III 2026
Status	From PSBA

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,** bullying **and cyberbullying** awareness **and prevention**, substance use awareness, emergency procedures and training drills, and identification or recognition of student behavior that may indicate a threat to the safety of the student, other students, school employees, other individuals, school facilities or the community, in accordance with the standards established by the state's School Safety and Security Committee and the requirements of applicable law and regulations.[3][4][5][6][7][8][9][10][11][12][13]
4. Meet with school employees annually to seek their input on the mandatory school safety and security training.[4]

5. Coordinate a tour of the district's buildings and grounds biennially, or when a building is first occupied or reconfigured, with law enforcement and first responders responsible for protecting and securing the district to discuss and coordinate school safety and security matters.
6. Serve as the liaison with law enforcement and other state committees and agencies on matters of school safety and security.
7. Serve on the district's threat assessment team(s) and participate in required training and the threat assessment process.[8][14]
8. Coordinate School Safety and Security Assessments, School Safety and Security grant requirements and respond to School Safety and Security surveys, as applicable.[12][15]
9. Coordinate school safety and security meetings with school and building leadership, at least on a quarterly basis.

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

The School Safety and Security Coordinator 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.[8][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.[12]
5. Information on required school safety and security training and resources provided to students and staff.[12]
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 accordancccccce 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.[31][36]

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

The district shall request that the court grant the school police officer authority to carry a firearm, in accordance with law. The school police officer shall maintain all applicable firearm license and training requirements, in accordance with applicable law and Board policy.[22][38]

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 West Manchester 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.[31][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 - 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 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.[31][36]

Footnotes

[1]

24 P.S. 1316-C

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24 P.S. 1301-C

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24 P.S. 1309-B

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24 P.S. 1310-B

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Pol. 146.1

Policy Reference

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Pol. 236.1

Policy Reference

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24 P.S. 1302-E

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24 P.S. 1305-B

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24 P.S. 1316-B

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24 P.S. 1205.1

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24 P.S. 1205.5

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Policy Reference

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24 P.S. 1302-C

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24 P.S. 1310-C

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24 P.S. 1311-C

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Pol. 304

Policy Reference

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Policy Reference

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24 P.S. 111

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24 P.S. 111.1

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23 Pa. C.S.A. 6344

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23 Pa. C.S.A. 6344.3

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44 Pa. C.S.A. 7301

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37 PA Code 241.5

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44 Pa. C.S.A. 7310

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37 PA Code 241.6

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24 P.S. 1303-C

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37 PA Code 241.1

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24 P.S. 1304-C

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24 P.S. 1305-C

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22 PA Code 10.23

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22 PA Code 14.104

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22 PA Code 14.133

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Pol. 113.2

Policy Reference

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24 P.S. 1306-C

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24 P.S. 1307-C

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Pol. 909

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24 P.S. 1313-C

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24 P.S. 1314-C

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Pol. 907

Policy Reference

Open policy

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24 P.S. 1309-C

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42 Pa. C.S.A. 8953

[51]

53 Pa. C.S.A. 2303

Book	Policy Manual
Section	800 Operations
Title	Academic Standards
Code	822 Vol III 2026
Status	From PSBA

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

~~Except in extenuating circumstances, each~~ **Each** school **building** shall have one (1) person **trained and** certified in the use of **an AED and** ~~cardiopulmonary resuscitation~~ CPR during ~~regular school hours~~ **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 ~~automated external defibrillator (~~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.

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]

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~~ **employees instructed in the use of an AED**.

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.

~~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.~~

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]

Footnotes

[1]

24 P.S. 1401

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24 P.S. 1423.1

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24 P.S. 1424

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24 P.S. 1423.3

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Pol. 123

Policy Reference

Open policy

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24 P.S. 1423.2

EXHIBIT Q
STATEMENT OF WORK
EMPLOYEE ASSISTANCE SERVICES FOR COMPANY

This LifeSolutions Services Statement of Work ("SOW") is entered pursuant to the Master Services Agreement ("Agreement") between Workpartners and West York Area School District ("Company") dated October 1, 2019. The Effective Date of this SOW shall be October 1, 2026.

Services identified herein are included in the fees set forth below unless otherwise specified.

Year One:
$1.80/PMPM for two months: October 1, 2026 through November 30, 2026
For a period of two months beginning October 1, 2026 through November 30, 2026 from the Effective Date ("First Year"), as reimbursement for the services provided hereunder by Workpartners, Company agrees to pay for services based upon a population of **420**, a total of **$1,512.00**, at a monthly rate of **$756.00**.

$1.85/PMPM for the months of December 1, 2026 through September 30, 2027
For the remainder of Year One, a period of ten months beginning December 1, 2026 through September 30, 2027, as reimbursement for the services provided hereunder by Workpartners, Company agrees to pay for services based upon a population of **420**, a total of **$7,770.00** for ten months, at a monthly rate of **$777.00**.

Year Two: $1.85/PMPM
For a period of one year from the Effective Date ("Second Year"), as reimbursement for the services provided hereunder by Workpartners, Company agrees to pay for services based upon the current reported population at the time of the Year Two renewal (October 1, 2027) at a rate of **$1.85 PMPM** with a 3% rate increase each year thereafter.

1. Workpartners provides a comprehensive approach that includes these member-centric programs and services. Interactive Online Tools are available 24 hours a day, 7 days a week. All calls are answered "live" 24 hours a day, 7 days a week, 365 days per year. A licensed professional is always available. Messages can be left related to scheduling and changing appointments, and calls will be returned the following business day between 8 AM and 5 PM.

1.1 Assessment, Brief Counseling/Coaching and/or Referral. Up to six (6) in-person, telephonic or virtual sessions per issue/concern. Text and chat sessions are also available. Professional counselors provide confidential assessment, coaching/counseling services for individuals, and referrals to resources for a wide range of everyday life issues including family/relationship concerns, work/career challenges, stress, making health changes, managing anxiety and depression, and alcohol/drug misuse.

1.2 **Manager/Supervisor Training.** As part of the implementation process and once annually for the length of the contract, Workpartners provides one supervisory training to familiarize supervisors with the LifeSolutions services that support them in their role of managing performance. Additional trainings are available to address workplace behavior that impacts productivity. See the **Trainings and Workshop** Section for the number of hours available beyond implementation that are covered in this Agreement.

1.3 **Interactive Website.** Access to a secure and interactive online resource with thousands of tools to help individuals and their families address most major life issues, whether it is a health, financial, legal, relationship, or emotional issue. The website includes 20,000+ resources, access to assessments, videos, quizzes, training courses, articles, calculators, and legal forms. Self-paced training courses for personal and professional development, common legal forms, financial education tools, expert-led webinars, healthy recipes, health risk assessments, and an interactive resilience-building program are also available. The entire platform is user-friendly and responsive on any device.

1.4 **Personalized Concierge Services.** Consultants are available to individuals via telephone and email. The consultant conducts customized research-based services on an individual's specific needs in the areas of child and elder care, adoption, education resources, financial and legal matters, and daily living concerns. Included is a 30-minute free legal consultation with an attorney and a 25% discount on hourly fees for subsequent meetings. Also included is a consultation with a financial professional regarding budgeting, debt management, and other financial concerns. Information gathered based on the customized legal and/or financial consultation is provided to the individual via phone, mail, or email as preferred.

1.5 **LifeSolutions Orientation.** As part of the implementation process and once annually for the length of the contract, Workpartners provides a LifeSolutions orientation. Depending on location and company request, the orientation will be provided online or on-site. The orientation includes a review of the purpose of LifeSolutions services, the scope of services, access options, eligibility requirements, and the opportunity to ask questions.

1.6 **Trainings and Workshops.** Education and wellness workshops provide information on issues related to health and wellness. Workshops include topics on stress management, achieving work-life balance, substance misuse, change management, resilience, mindfulness, and enhancing interpersonal relationships. Company has purchased **six** (6) hours annually for use as virtual and/or in-person Trainings/Orientations/ Workshops/Disruptive Event Management (DEM) services which are included in the reimbursement rate outlined in this Agreement. Additional hours of training are available at $200.00 per hour plus travel expenses for on-site and $125.00 per hour for virtual trainings. Additional hours for health and benefit fair attendance are available at

$125.00 per hour plus travel expenses. Additional on-site Disruptive Event Management (DEM) services are available at $200.00 per hour plus travel expenses and $125.00 per hour for virtual services.

1.7 **Mental Health First Aid Course.** LifeSolutions can teach the Mental Health First Aid course in person or virtually. Role-playing and videos are used to demonstrate how to assess a mental health crisis; provide initial help; and connect individuals to professional and self-help resources. $100.00 per participant (if on-site is requested, travel and accommodation expenses will be billed directly to the Company as applicable). The minimum number of participants is 5 and the maximum is 30. **Fee is negotiable.*

1.8 **Coaching Course** - This 12-hour highly interactive skill-building course will help leaders of all levels strengthen their leadership skills and competencies needed to effectively coach, communicate, motivate, and develop highly effective teams. See the **Trainings and Workshop** Section for the number of hours available to use for on-site or virtual services in this Agreement. The Company can apply available hours toward this course, and anything not covered by training hours would be $200.00 per hour (if on-site is requested, travel and accommodation expenses will be billed directly to the Company as applicable). The minimum number of participants is 5 and the maximum is 25. **Fee is negotiable.*

1.9 **Disruptive Event Management (DEM) services.** In the wake of a disaster or traumatic incident, Workpartners staff can provide on-site and/or virtual support for individuals directly impacted by the event. Trained crisis professionals use a resilience-based model that promotes a culture of psychological safety, mitigates stress-related symptoms, and assists the organization and impacted individuals in returning to pre-event functioning. The team also provides effective and timely consultations for managers as they lead their teams through and beyond the event. See the **Trainings and Workshop** Section for the number of hours available to use for on-site or virtual services in this Agreement.

1.10 **Manager/Supervisor Consultation.** Unlimited telephone consultations are available 24/7 for managers, supervisors, and Human Resources professionals. Issues include performance management, difficult or sensitive situations, disruptive events, and strategic initiatives. On-site consultation for managers, leaders, and Human Resources professionals related to workplace initiatives to support company health and productivity goals is available at $200.00 per hour plus travel expenses.

1.11 **Policy Development.** Consultation on the development of EAP and wellness-related policies including Drug-Free Workplace, Workplace Violence, Fitness for Duty, Tobacco Cessation, and Performance Management.

1.12 Promotional Materials. Workpartners will collaborate with Company to develop a communication strategy to raise awareness, promote positive behavior change and encourage participation in the program. Standard marketing materials are available. They include fliers, postcards, newsletters, educational articles, posters, and emails. ***Custom marketing services are available on a fee-for-service basis and are subject to mutually agreed-upon documentation and the Company's prior written approval.***

2. Account Management and Program Consultation. A designated account manager is assigned to the Company. This account manager partners with the Company to understand the organization's culture and people issues, build and maintain LifeSolutions' program awareness strategies, learn workplace engagement and productivity goals and link LifeSolutions' services to those goals, address questions, and coordinate service delivery.

3. Analytics. Workpartners will report the findings on participation rates, outcomes, and the satisfaction of participants who engage in LifeSolutions' programs and services to the Company. All reports containing Personal Health Information (PHI) will be provided in aggregate form and will not contain member-specific information. Workpartners shall provide to Company semi-annual and annual reports regarding the program services provided. Reports may be provided at other intervals based on Company needs, as agreed on between the parties. ***Customized reports are available for additional fees based on complexity and preparation time required.***

4. Production Costs. Expenses incurred from the use of third-party vendors for webinars and video production are subject to mutually agreed upon fee structure and subject to the Company's prior written consent. The expenses, if any, will be billed directly to the Company.

IN WITNESS WHEREOF, the Parties have executed this Statement of Work as of the Effective Date.

West York Area School District	**UPMC Benefit Management Services, Inc. d/b/a Workpartners**
By:_____	_____
Daniel Rice	Andrew A. Yohe
Title: Board President	Title: President
Date:_____	Date:_____

AFFILIATION AGREEMENT BETWEEN
WEST YORK AREA SCHOOL DISTRICT
AND
McDANIEL COLLEGE

THIS AGREEMENT is made this 1st day of November, 2026, by and between WEST YORK AREA SCHOOL DISTRICT, with administrative offices at 1891 Loucks Road, Suite 100, York, PA 17408 (the "District"), and McDaniel College, located at 2 College Hill, Westminster, MD, 21157 ("University"). In consideration of the mutual promises contained herein, the parties agree as follows:

WHEREAS, University desires to place one or more of its students (each, a "Student") with the District for an unpaid internship/practicum/clinical experience ("Internship Experience").

WHEREAS, the District agrees to accept the placement of one or more University Student(s) provided that the conditions set forth herein are satisfied.

NOW, THEREFORE, in consideration of the mutual promises and covenants hereinafter provided and intending to be legally bound hereby, the District and University covenant, promise and agree to the following terms and conditions:

I. DUTIES AND RESPONSIBILITIES OF UNIVERSITY

1. *Selection of Student(s).* University shall be responsible for the selection of qualified Student(s) to participate in the Internship Experience. Selected Student(s) must have the appropriate background and skills consistent with the contemplated educational experience offered by the District.

2. *Education of Student(s).* University shall assume full responsibility for the education of its Student(s). University shall be responsible for the administration of the program, the curriculum content, and the requirements of matriculation, grading and graduation.

3. *Submission of Candidate(s).* University shall submit the names of the Student(s) to the District or a designated representative at least eight (8) weeks prior to the start of the Internship Experience.

4. *Advising Student(s) of Rights and Responsibilities.* University will be responsible for advising the Student of his or her own responsibilities under this Agreement. The Student shall be advised of his or her obligations to abide by the policies and procedures of the District, and should any Student fail to abide by any policy and/or procedure, such Student may be expelled from the District's program.

5. *Professional Liability Insurance.* Student(s) shall be responsible for procuring professional liability insurance at their own expense. The limits of the policy shall be a minimum of $1,000,000.00 per claim and an aggregate of $3,000,000.00 per

occurrence. This policy must remain in full force and effect for the duration of the Internship Experience.

6. *Criminal Record Check, Child Abuse Clearance, and TB Test*. At no cost to the District, and pursuant to 24 P.S. Section 1-111, Internship Experience candidate(s) shall secure a state criminal record check and a federal (FBI) criminal record check. In addition, candidate(s) will need to secure a child abuse clearance and TB test. The candidate(s) must secure the criminal record checks, the child abuse clearance, and negative TB test results that cover them for the duration of the Internship Experience. The University shall collect and forward completed packets of documentation to the District. Failure to comply with these requirements will result in the District rejecting the candidate. No candidate may participate in the Internship Experience prior to the District's receipt of copies of the aforementioned documentation.

7. *Confidentiality.* University, and its Student(s) participating in the Internship Experience, shall protect the Confidentiality of the District's students' records and health records as dictated by the Family Educational Rights and Privacy Act ("FERPA"), Pennsylvania School Code, and other applicable law, and shall release no information absent written authorization from the District's student's parent, unless otherwise required to do so by law.

   a. University represents, warrants, and agrees that it will: (1) hold the FERPA Records in strict confidence and will not use or disclose the FERPA Records except as (a) permitted or required by this Agreement, (b) required by law, or (c) otherwise authorized by District in writing; (2) safeguard the FERPA Records according to commercially reasonable administrative, physical and technical standards that are no less rigorous than the standards by which University protects its own confidential information; and (3) continually monitor its operations and take any action necessary to assure that the FERPA Records are safeguarded in accordance with the terms of this Agreement. At the request of District, University agrees to provide the District with a written summary of the procedures University uses to safeguard the FERPA Records.

   b. Should the Internship Experience provide the Student with access to protected health information covered by the Health Insurance Portability & Accountability Act Of 1996 ("HIPAA"), shall execute and deliver the ten (10) page HIPAA Business Associate Addendum for HIPAA compliance used by the District. Terms of the Addendum shall be considered binding upon execution of this Agreement and shall remain in effect during the term of the Agreement including any extensions.

8. *Consent of Student*. Each Student will sign, date, and return the Consent of Student Form attached hereto as "Exhibit A" prior to commencing the Internship Experience onsite at the District.

II. DUTIES AND RESPONSIBILITIES OF DISTRICT

9. *Establishment of Internship.* The District authorizes the use of its facilities as may be agreed upon by the District and University for purposes of the Internship Experience.

10. *Policies of District.* The District will provide University with the policies and procedures applicable to Students in the Internship Experience.

11. *Administration.* The District will have sole authority and control over all aspects of services to the District's students. The District will be responsible for and retain control over the organization and operation of its programs.

12. *Removal of Noncompliant Student.* The District shall have the authority, at its sole discretion, to immediately remove a Student who fails to comply with its policies and procedures. If such a removal occurs, the District should immediately contact University.

13. *Designation of Representative.* The District shall designate a person to serve as a liaison who will meet periodically with representatives of University in order to discuss, plan and evaluate the experience on the Student(s).

14. *Supervision of Student(s).* The District shall provide an internship supervisor in the Student's discipline who will supervise Student activities during the Internship Experience.

15. *Reporting of Student Progress.* The District shall provide all reasonable information requested by University on a Student's work performance. If there are any Student evaluations, they will be completed and returned according to any reasonable schedule agreed to by University and the District.

16. *Student Records.* The District shall protect the confidentiality of Student records as dictated by FERPA and other applicable law and shall release no information absent written consent of the Student unless required to do so by law or as dictated by the terms of this Agreement.

III. MUTUAL TERMS AND CONDITIONS

17. *Number of Participating Students.* The parties will mutually agree upon the number of Students that shall be assigned to the District for the Internship Experience.

18. *Term of Agreement.* The term of this Agreement shall be for the University's January Term during the 2027 school year. The exact start and end dates of the Internship Experience shall be mutually agreed upon by and between University and the District to align with the District's academic calendar.

19. *Termination of Agreement.* University or the District may terminate this Agreement for any reason with thirty (30) days' written notice.

20. *Nondiscrimination.* The parties agree to continue their respective policies of nondiscrimination based on Title VI of the Civil Rights Act of 1964 in regard to sex, age, race, color, creed, national origin, Title IX of the Education Amendments of 1972 and other applicable laws, as well as the provisions of the Americans with Disabilities Act (ADA) of 1990 and Section 504 of the Rehabilitation Act of 1973 (as amended).

21. *Governing Law and Forum Selection.* The laws of the Commonwealth of Pennsylvania shall govern this Agreement, without giving effect to any choice of law or conflict of law provision or rule. Sole and exclusive jurisdiction for claim or suit arising from or under this Agreement shall be in the Court of Common Pleas for Delaware County, Pennsylvania, and in no other forum.

22. *Modification of Agreement.* This Agreement shall only be modified in writing with the same formality as the original Agreement.

23. *Relationship of Parties.* The relationship between the parties to this Agreement to each other is that of independent contractors. The relationship of the parties to this contract to each other shall not be construed to constitute a partnership, joint venture, or any other relationship, other than that of independent contractors.

24. *Liability.* Neither of the parties shall assume any liabilities to each other, except as specifically stated in this Agreement. As to liability for damage, injuries or death to persons, or injury or damages to property, the parties do not waive any defense as a result of entering into this Agreement unless such a waiver is expressly and clearly written into a part of this Agreement. This provision shall not be construed to limit either party's rights, claims, or defenses which may arise as a matter of law or pursuant to any provisions in the Agreement. This provision shall not be construed to limit the sovereign immunity of the Commonwealth, the State System of Higher Education, or any governmental immunity afforded to the District.

25. *Entire Agreement.* This Agreement represents the entire integrated understanding between the parties. No other prior or contemporaneous oral or written understandings or promises exist in connection with this relationship.

26. *Binding Effect*. By signing below each party represents to the other that it has the power and authority to enter into and perform this Agreement and that when executed and delivered this Agreement is a valid and binding obligation of each party enforceable in accordance with its terms.

27. *Further Assurances*. All parties hereto agree to execute such further and additional documents, instruments and writings as may be necessary, proper, required, desirable or convenient for the purpose of fully effectuating the terms and provisions of this Agreement.

IN WITNESS WHEREOF, the authorized representatives of the parties have executed this Agreement as of the date previously indicated.

WEST YORK AREA SCHOOL DISTRICT	MCDANIEL COLLEGE
_____	_____
Daniel Rice Board President West York Area School District	Dr. Eric Simon VP of Administration and Finance McDaniel College
_____	_____
Date	Date

ELEC TECH
CONTRACTING

205 East Front Street
PO Box 321
Lewisberry, PA 17339
Tel: (717) 938-5000
Fax: (717) 932-2841

October 30, 2026

Project:
West York Area School District
Athletic Fields Fiber
1700 Bannister Street
York, PA 17404

Submitted By:
Joe Chupick
717-736-2823
jchupick@electech.us

West York Area School District – Athletic Fields Fiber

ElecTech Contracting is providing this proposal for the fiber optic cable installation, terminations and testing for the new athletic fields at the West York Area school campus located in York, PA. This proposal is based on an on-site survey and information provided by West York School District IT personnel. The work included in this proposal is detailed in the following scope of work.

Single-Mode Fiber to Field Houses

ElecTech will provide and install a 24-strand single-mode fiber cable from an existing telecommunications IDF in the West York Middle School to each of (2) new field houses. The new fiber cable will be installed in new conduits to each field house which will be provided and installed by the project site electrical contractor.

Within the existing Middle School IDF, ElecTech will provide and install a new rack-mount fiber termination panel which will house all of the new field house fiber optic terminations. ElecTech will provide and install LC-style singlemode coupler panels within the new fiber termination panel for all new field house fiber connectors.

In each of the (2) new field houses, ElecTech will provide and install a new rack-mount fiber termination panel which will house all of the new 24-strand field house fiber optic terminations from the Middle School IDF as well as new athletic field fiber terminations. The new fiber optic termination panels will be installed in existing network cabinets which will be provided and installed by others. ElecTech will provide and install LC-style singlemode coupler panels within the new fiber termination panels for all new field house and athletic field fiber connectors.

ElecTech will terminate all new fiber with LC-style singlemode fusion connectors. ElecTech will provide fiber optic attenuation testing on all single-mode fiber strands.

Single-Mode Fiber to New Mini Stadium Scoreboard

ElecTech will provide and install a 6-strand single-mode fiber cable from the new IDF in the field house closest to the new Mini Stadium to the location of the new Mini Stadium scoreboard control box. The new fiber cable will be installed in a conduit provided and installed by the project site electrical contractor.

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ElecTech will terminate the new scoreboard fiber with LC-style singlemode fusion connectors. ElecTech will provide fiber optic attenuation testing on all single-mode fiber strands.
Within the field house, the fiber will terminate into the fiber optic patch panel in the new IDF. At the scoreboard control box location, the new fiber will be coiled within the scoreboard control box. Connections of the new fiber at the scoreboard location will be performed by the scoreboard installer.

Single-Mode Fiber to New AV/Tech Cabinet
ElecTech will provide and install a 6-strand single-mode fiber cable from the new IDF in the field house closest to the new Mini Stadium to the location of the new Mini Stadium AV/Tech cabinet. The new fiber cable will be installed in a conduit provided and installed by the project site electrical contractor.

ElecTech will terminate the new AV/Tech cabinet fiber with LC-style singlemode fusion connectors. ElecTech will provide fiber optic attenuation testing on all single-mode fiber strands.

Within the field house, the fiber will terminate into the fiber optic patch panel in the new IDF. At the AV/Tech cabinet location, ElecTech will provide and install a surface-mount fiber optic termination box. The new fiber will be terminated to the new fiber termination box. Connections of the new fiber to the AV/Tech equipment in the cabinet will be performed by the AV installer.

Single-Mode Fiber to Existing HS Stadium Scoreboard
ElecTech will provide and install a 6-strand single-mode fiber cable from the existing IDF in the High School stadium press box to the location of the existing score board. The new fiber cable will be installed in a conduit provided and installed by the project site electrical contractor.

ElecTech will terminate the High School scoreboard fiber with LC-style singlemode fusion connectors. ElecTech will provide fiber optic attenuation testing on all single-mode fiber strands.

Within the press box, the fiber will terminate into an existing fiber optic patch panel in the press box IDF. At the scoreboard control box location, the new fiber will be coiled within the scoreboard control box. Connections of the new fiber at the scoreboard location will be performed by the scoreboard installer.

Cat 6 to New Hudl Camera
ElecTech will provide and install (2) new Cat 6 OSP cables from the field house closest to the Mini Stadium to the location of a new Hudl camera at the Mini Stadium bleachers. The new Cat 6 cables will be installed in a conduit provided and installed by the project site electrical contractor.

ElecTech will terminate both ends of the new Cat 6 cables with RJ45 modular plugs for direct connection to Hudl camera equipment. ElecTech will provide Cat 6 certification and labeling for

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the new Hudl camera cables. All connections to Hudl camera equipment will be performed by others.

Assumptions and Exclusions;

- ElecTech Contracting will complete the referenced work in a professional manner always keeping the concern for the customer's property regard.
- This proposal is based on work as indicated in the design information, project scope of work, project drawings, and ElecTech design. Any requirements outside this proposal will be an additional cost.
- Work detailed in this "scope of work" will be performed during "normal" dayshift work hours, Monday through Friday unless otherwise specified within this "scope of work".
- Any false verbal or written specifications provided for bid generation purposes may require additional charges for additional labor and materials.
- This proposal does not include permit or inspection fees.
- This proposal does not include provision or installation of any conduit pathways.
- This proposal assumes that all existing conduit will be open and free of any blockage, debris or water and will have existing pull string for new installations. Any additional time required for fishing, rodding or dewatering existing conduit raceways will be an additional cost.
- This proposal does not include provision or installation of any fiber optic or copper patch cabling.

TOTAL PROJECT INVESTMENT

☐ West York Area School District – Athletic Fields Fiber $ 27,485.00

* PA Costars – Maintenance, Repair, & Operation ("MRO") 008-E23-1268

Project Acceptance

_____

ElecTech Contracting (Sign & Print Name) Date

_____

Customer/Owner Representative (Sign & Print Name) Date

ELEC TECH
CONTRACTING

205 East Front Street
PO Box 321
Lewisberry, PA 17339
Tel: (717) 938-5000
Fax: (717) 932-2841

Payment Terms: NET 30 Days

DISCLAIMER
When both parties sign this proposal, this constitutes a legal and binding contract between the parties, in compliance and according to the Terms and Conditions of ElecTech Contracting, and this proposal. No agreement shall be made unless this document is completed with a signature from both parties. This proposal may be withdrawn if not accepted within thirty **(30)** days from date of submission. The prices and availability of materials contained in this proposal are those in effect as of the date of the proposal, ElecTech shall have the right to review this pricing and be reimbursed for all increases in the cost of material as of the date of purchase.

West York Area School District
Administrative Office – 1891 Loucks Road Suite 100
York, PA 17408
717.792.2796

Transportation Fee Reimbursement Agreement

The West York Area School District ("District") and [redacted] ("Parent(s)"), legal guardian(s) of [redacted] ("Student"), intending to be legally bound, agree as follows:

1. On each school day during the 2026-2027 school term, Parents(s) will transport or arrange for the transportation of the Student between the residence of the Student and school. Parent(s) will ensure that the Student arrives not more than fifteen minutes prior to the start and departs not more than fifteen minutes following the end, of the student day.

2. For each day on which the Parent(s) provide(s) or arrange(s) for the provision of transportation in accordance with this agreement, the District will reimburse Parent(s) **50** dollars **($25) for each trip, not to exceed two trips daily.** Parent(s) may submit documentation of trips made in accordance with this agreement at a frequency not to exceed once monthly, and the District will issue payment within thirty days of receipt thereof.

3. Either party may terminate this agreement prior to the conclusion of the 2026-2027 school term by providing written notice to the other party at least thirty days prior to the date of intended termination.

4. Parent(s), individually and on behalf of the Student, release and discharge the District of all responsibility for the transportation of the Student to and from school during the 2026-2027 school term. This release and discharge apply to all claims seeking any form of legal or equitable relief under state or federal law, including but not limited to common law tort actions and laws requiring the provision of transportation as a related service to students with disabilities. Parent(s) (a) is or are aware that students have the right to free school transportation; (b) if applicable, has or have received notice of parental rights under state and federal law applicable to children with disabilities; (c) is or are fully aware of these rights and the extent to which this agreement requires the waiver thereof; (d) is or are fully aware that waiver or rights applies to the Student and is or are fully satisfied that this agreement serves the best interests of the Student; and (e) are signing this agreement, including this waiver of important rights, voluntarily and having had sufficient time to review and consider its contents.

Read this agreement carefully before signing your name below.

[redacted]	[redacted]	10-28-26
Parent name (printed)	Parent signature	Date
[redacted]	[redacted]	10-28-26
Parent name (printed)	Parent signature	Date

Attest: **West York Area School District**

	By:	
Secretary	President	Date

West York Area School District

Minutes: Communication and Engagement Committee

Location: Administration Boardroom
Date: Tuesday, October 13, 2026
Time: 6:00 - 6:30 PM

Committee Members and Board Directors Attending	
~~Ms. Erin Holman, Acting Superintendent~~ ~~Ms. Sheri Schlemmer, CFOO~~ ~~Ms. Jess Doellinger, Dir of Sponsorship Development and Comm.~~ ~~Ms. Kristina Jacoby, HR Director~~	~~Mr. Jonathan Hoffman, WAL Principal~~ ~~Director Jamye Shah, Chair~~ ~~Director Christina Dugan~~ ~~Director Chad Deardorff~~ ~~Director Jeanne Herman~~ ~~Ms. Ginny Carter, EA to Supt.~~

1. **2027-28 Calendar Drafts**
   a. Calendar Options
      - Draft Calendar B
      - Draft Calendar C

Discussion: Ms. Holman highlighted the differences between Draft B and Draft C.

Draft B begins the school year on August 16 with three professional development (PD) days (Monday–Wednesday), followed by a transition day on Thursday and the first day for all students on Friday. The draft moves the snow make-up day from the Monday after Easter to February 14 (Presidents' Day), adds March 13 as a no-school day, schedules graduation for Thursday, May 25, due to the State Track Meet over Memorial Day weekend, and concludes the school year on June 2.

Draft C begins the school year on August 18 with three PD days (Wednesday–Friday), followed by a transition day on Monday, August 23, and the first day for all students on Tuesday, August 24. The draft removes the no-school day on March 1 and concludes the school year on June 1.

A survey of District administrators indicated a preference for Draft B. Employees will also be surveyed to gather their feedback.

A question was raised regarding scheduling PD days on Fridays. Ms. Holman explained that the District is required to schedule nine PD days per school year and that Fridays generally work better for most families than Mondays or midweek days.

Director Deardorff inquired about the use of virtual instruction days during inclement weather. Ms. Holman explained that the first two snow days are teacher-only virtual days and do not require students to make up those days. Additional snow days are addressed through the designated snow make-up days on the District calendar, followed by the possible use of Flexible Instruction Days (FIDs). She also noted that families have

previously expressed a strong preference for their children to experience traditional snow days.

2. **Discussion Items**
    a. **Communications Evaluation**
        - Parent/guardian surveys

Discussion: The District plans to survey parents/guardians to gather feedback regarding District communications. The goal is to determine whether families are receiving the information they need, whether communications are distributed at an appropriate frequency, and whether families know where to find information when needed. Survey results will help guide future communication strategies and identify opportunities for improvement.

Ms. Doellinger reported that while Smore and Finalsite provide communication statistics, it can be challenging to capture and evaluate overall views and engagement levels. Some data must be accessed individually for each communication.

Ms. Holman noted that while the District previously faced challenges with communicating too little, it is important to consider whether the current volume and frequency of communications may be excessive. The goal is to find an appropriate balance that keeps families well-informed without overwhelming them.

3. **Old Business**
    a. **Fundraisers Process**
        - Communicated to Boosters/Athletics
        - Need to communicate to all staff and groups in “formal” email with process

    Discussion: The Committee reviewed previous discussions and communications regarding the fundraising process. All student groups are now following a consistent process for fundraising activities.

    b. **Brand Guidelines**
        - Update to WYASD Brand and Style Guide coming

    Discussion: An updated version of the WYASD Brand and Style Guide is forthcoming.

4. **Other Matters**
    Discussion: No other matters were discussed.

5. **Next Meeting:** February 16, 2027

- **Informational**
    a. **Newsletter Stats (August - October, to date)**
        - The Bulldog Bark - 4,590 total views, averaging 574 views per weekly issue across 8 issues (employees only)
        - The Blue & White - 21,544 total views, averaging 2,693 views per weekly issue across 8 issues
        - The Bulldog Breakdown - 17,504 total views, averaging 2,501 views per weekly issue across 7 issues
        - The Superintendent’s First Friday - 5,216 total views, averaging 2,608 views per monthly issue across 2 issues - combining this with the Blue & White moving forward

- The Board Bulletin - 5,323 total views, averaging 2,662 views per monthly issue across 2 issues
- Golden Bulldog News - none published in 2026 - combining this with the Blue & White moving forward

WEST YORK AREA SCHOOL DISTRICT
NOVEMBER 2026 BOARD REPORT

Installing Underground Conduits for Multipurpose Field Light Bases

- The electrical contractor has installed all underground conduits necessary for light pole bases around the Multipurpose Field.
- All trenches have been backfilled.
- The electrical contractor has also formed and poured the bases for these light standards. All bases are prepped for light pole installation.



Installed Simple Saver System and Brick Veneer

- The Simple Saver System has been installed on both buildings. This was completed to prioritize enclosing the buildings.
- Brick Veneer install is also underway on both buildings and is nearly completed.



Laying Interior CMU Walls in Both Field Houses

- The masons continue laying CMU block walls in both buildings.
- They are currently continuing to lay CMU block in the East Field House building.



WEST YORK AREA SCHOOL DISTRICT
NOVEMBER 2026 BOARD REPORT

Upcoming Work: November-December 2026

- The mason will continue to install interior CMU walls and brick veneer on both buildings.
- The MEP contractors will continue to follow the masons with in-wall rough ins
- The GC will continue to work on full enclosure of the buildings.
- The site stair and additional parking lot work will begin.
- The stadium renovation work will begin, weather permitting.

BUDGET

Change Order Status (Based on Change Orders Approved to Date)

Contractor	Bid Award Amts	Approved Change Orders	Current CO %	Current Revised Contracts
eciConstruction, LLC.	$13,872,600.00	$234,040.00	1.68%	$14,106,640.00
MidState Mechanical & Electrical	$2,648,350.00	$138,267.96	5.22%	$2,786,617.96
Myco Mechanical, Inc.	$305,000.00	$0.00	0.00%	$305,000.00
Vision Mechanical, Inc.	$363,250.00	$0.00	0.00%	$363,250.00
Total Contract Amounts	$17,189,200.00	$294,176.96	5.53%	$17,483,376.96

BUDGET

Pending Change Orders

Contractor	Contractor PCO #	Description of Work	PCO Amount	Status
eciConstruction	#26R1	RFI #52 – Existing Basin & New Paving Grades	$15,858.00	For Review
eciConstruction	#29	MP Field Additional Access Sidewalk	$4,796.00	For Review
eciConstruction	#30R1	Unforeseen Pipe at Adams St Parking Lot	$12,657.00	For Review

Board Action Items

- Review of outstanding change orders.