

Agenda of Regular Meeting

The Board of School Directors Pen Argyl Area School District

A Regular Meeting of the School Directors of Pen Argyl Area School District will be held Tuesday, August 18, 2026, beginning at 7:00 PM Russell H. Roper Auditorium, 1620 Teels Rd, Pen Argyl, PA 18072.

1. Call to Order

Description: Pledge of Allegiance

2. Roll Call

Description:

Mrs. Christine Albanese

Mr. John Dally, Jr.

Mr. James Frey

Mr. Ethan Habrial

Mr. Jason Keenhold

Mr. Thomas Knorr

Mr. Jeff Moyer

Mrs. Megan Pultz

Mr. Robert Rutt

3. Presentations

4. Discussion Items

5. Approval of Minutes

5.A. Minutes of July 21, 2026

6. Financial Reports

7. Payment of Bills

8. Committees

Description:

Athletic Committee - Jason Keenhold, Chair

Buildings and Grounds Committee - John Dally, Jr., Chair

Curriculum Committee - Thomas Knorr, Chair

Policy Committee - Christine Albanese, Chair

Technology Committee - Robert Rutt, Chair

9. Public Comment

10. Commendations

11. Finance

11.A. Approval to Advertise for the Purchase of (3) three 2025 or newer 10-passenger vans

12. Personnel

12.A. Resignation

Description:

1. Emily Wentz - Teacher - WGMS - effective upon finding a suitable replacement within 60 days.

12.B. Appointments

Description:

2. Wendy Kolb - FT Night Custodian/Van Driver replacing Roger Green at an hourly rate of \$31.42, effective 8/19/26.
3. Morgan Adams - Associate Nurse at an hourly rate of \$30.00, effective 8/25/26.
4. Elizabeth Ilardi - Coordinator for Pen Argyl Virtual Academy replacing Meghan Kutzler at a prorated salary of \$10,941 (21 Pts., St. 1, Yr. 1).

12.C. Salary Classification Change

Description:

5. Alexis Flick from Class 2 Step 2 to Class 4, effective 8/25/26, the salary will be \$61,000.

12.D. Approval of FMLA

Description:

6. FMLA for employee #26-000362 from 7/30/26-9/22/26.

13. Buildings and Grounds

13.A. Approval of renovations to the Press Box

13.B. Approval of repairs to Tennis Court

14. Board Governance and Operations

14.A. Approval of Krise Bus Drivers for the 26/27 School Year

Description:

Drivers

7. Andrew Lenig
8. *Elizabeth Chesner
*It is understood that employment is provisional until all required paperwork is received.

14.B. Final Adoption of Revisions to Board Policies

Description:

9. 105.2 - Exemption from instruction
10. 221 - Dress and Grooming
11. 236.1 - Threat Assessment
12. 325 - Dress and Grooming
13. 332 - Working Periods

- 14. 610 - Purchases Subject to Bid/Quotation
- 15. 611 - Purchases Budgeted
- 16. 619 - District Audit
- 17. 805.1 - Relations with Law Enforcement Agencies
- 18. 805.2 - School Security Personnel

14.C. Approval of Updated 26/27 School Calendar.

14.D. Approval of the procedures for Day or Overnight Sports Trips Unaffiliated with PIAA Season Procedures

14.E. Establishment of Scholarship

14.F. Carry In

Approval of Krise Bus Driver for the 26/27 School Year

Description:

Jeremy Setzer

15. Program

16. Administrator's Notes

16.A. Enrollment in Our Schools

Description:

Enrollment By Grade		Enrollments By Entity	
K	88	Elementary Total K-6	713
1	118	Secondary Total 7-12	624
2	97		
3	105	Enrollment last year	1,371
Total K-3	408	Enrollment this year	1,337
		Includes PAACA	7
4	100	PES	0
5	111	WGMS	0
6	94	PAHS	7
7	104		
8	107	Out of District Placements	47

Enrollment By Grade		Enrollments By Entity	
Total 4-8	516	Out of District Cyber School	57
		Out of District Charter School	23
9	85		
10	113		
11	113		
12	102		
Total 9-12	413		

16.B. Building Usage

Description:

Name	Building	Date
Families First	WGMS Front Lobby	9/1/26

16.C. Meetings

Description:

Name	Conference/Location	Date
Tricia Viglione	Behavioral Health - Lehigh University	10/23/26
Zeynepa Zaimova	Behavioral Health - Lehigh University	10/23/26

16.D. Administrator/Board Comments

17. Curriculum Notes

Regular Meeting
Tuesday, July 21, 2026 7:00 PM Eastern

Russell H. Roper Auditorium
1620 Teels Rd
Pen Argyl, PA 18072

Christine Albanese:	Present
John Dally:	Present
James Frey:	Present
Ethan Habrial:	Present
Jason Keenhold:	Absent
Thomas Knorr:	Present
Jeff Moyer:	Present
Megan Pultz:	Present
Robert Rutt:	Present

Present: 8, Absent: 1.

1. Call to Order

2. Roll Call

3. Presentations

There were no presentations.

4. Discussion Items

4.A. 2026/27 State Budget Update

Mrs. Adams shared that the state budget was passed on 7/12/26 after a 12-day delay. The estimated increase in amounts for funding were discussed as follows: BEF increased by \$25,273, SEF increased by \$29,147 and RTL increased by \$50,000 with the adequacy supplement staying at the same \$50,000. Mrs. Adams also shared that the PCCD grant is going to continue with each district receiving \$100,000 plus an ADM adjusted amount, which is the same process as last year. The Public School Facility Grant program is to continue under the CFA, however final details are yet to be released. Universal Free Breakfast is to continue for all students, as well as Free Lunch for students identified as eligible for reduced lunch. Mr. Freeman discussed the new law requiring mandatory recess of 30 minutes for K-5th and 15 minutes for half-day kindergarten. He added that while the District may implement it in the upcoming school year, it is not required until the 27-28 school year. Mr. Freeman also shared new virtual program requirements, notably that the District must conduct weekly wellness checks on virtual students. This requirement may cause a change in the number of virtual charter enrollments. Mr. Dally asked if the state requires districts to verify their own virtual students, are the cyber charters required to do so? Mr. Freeman responded that the cyber charters actually had to conduct wellness checks on virtual students starting last year. The districts now have that same requirement. Mr. Knorr asked why the Whitehall School District gets more funding than us?

What is the rationale? Mr. Freeman replied that funding is based on a formula that takes into account various metrics. Except for RTL funding, which is a flat increase.

5. Approval of Minutes

5.A.

Minutes of June 16, 2026

Minutes of June 23, 2026

THE ADMINISTRATION RECOMMENDS to the Board that the Board approve the attached minutes for the June 16, 2026 and June 23, 2026 School Board Meetings.

This motion, made by Christine Albanese and seconded by James Frey, Carried.

Jason Keenhold: Absent, Christine Albanese: Yea, John Dally: Yea, James Frey: Yea, Ethan Habrial: Yea, Thomas Knorr: Yea, Jeff Moyer: Yea, Megan Pultz: Yea, Robert Rutt: Yea
Yea: 8, Nay: 0, Absent: 1

6. Financial Reports

THE ADMINISTRATION RECOMMENDS to the Board that the Board approve the attached financial reports.

This motion, made by Christine Albanese and seconded by James Frey, Carried.

Jason Keenhold: Absent, Christine Albanese: Yea, John Dally: Yea, James Frey: Yea, Ethan Habrial: Yea, Thomas Knorr: Yea, Jeff Moyer: Yea, Megan Pultz: Yea, Robert Rutt: Yea
Yea: 8, Nay: 0, Absent: 1

7. Payment of Bills

THE ADMINISTRATION RECOMMENDS to the Board that the Board approve the attached Payment of Bills for July 2026.

This motion, made by Christine Albanese and seconded by Megan Pultz, Carried.

Jason Keenhold: Absent, Christine Albanese: Yea, John Dally: Yea, James Frey: Yea, Ethan Habrial: Yea, Thomas Knorr: Yea, Jeff Moyer: Yea, Megan Pultz: Yea, Robert Rutt: Yea
Yea: 8, Nay: 0, Absent: 1

8. Committees

Athletic Committee - In Mr. Keenhold's absence, Mr. Freeman reported the next meeting is to occur on Aug 5th.

Curriculum Committee - Mr. Knorr reported that the next meeting is to occur on Oct 1st.

Building and Grounds Committee - Mr. Dally reported that the next meeting is to occur on Aug 12th.

Policy Committee - Mrs. Albanese reported that the next meeting is to occur on Aug 3rd.

Technology Committee - Mr. Rutt reported that the next meeting is to occur on Sept 10th.

9. Public Comment

There was no public comment.

10. Commendations

There were no commendations.

11. Finance

11.A. Revised 2026 Homestead and Farmstead Exclusion Resolution

RESOLVED, by the Board of School Directors of the Pen Argyl Area School District, that homestead and farmstead exclusion real estate tax assessment reductions are authorized for the school year beginning July 1, 2026, under the provisions of the Homestead Property Exclusion Program Act (part of Act 50 of 1998) and the Taxpayer Relief Act (Act 1 of 2006), as per the attachment.

1. Aggregate amount available for homestead and farmstead real estate tax reduction. The following amounts are available for homestead and farmstead real estate tax reduction for the school year beginning July 1, 2026:

a. Gambling tax funds. The Pennsylvania Department of Education (PDE) has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.505(b), as a property tax reduction allocation funded by gambling tax funds, the amount of \$1,203,074.15.

b. Philadelphia tax credit reimbursement funds. PDE has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.324(3), as reimbursement for Philadelphia tax credits claimed against the School District earned income tax by School District resident taxpayers, the amount of \$5,484.29.

c. Aggregate amount available. Adding these amounts, the aggregate amount available during the school year for real estate tax reduction is \$1,208,558.44.

2. Homestead/farmstead numbers. Pursuant to Act 50, 54 Pa. C.S. § 8584(i), and Act 1, 53 P.S. § 6926.341(g)(3), the County has provided the School District with a certified report listing approved homesteads and approved farmsteads as follows:

a. Homestead property number. The number of approved homesteads within the School District is 2,915.

b. Farmstead property number. The number of approved farmsteads within the School District is 45.

c. Homestead/farmstead combined number. Adding these numbers, the aggregate number of approved homesteads and approved farmsteads is 2,960.

3. Real estate tax reduction calculation. The school board has decided that the homestead exclusion amount and the farmstead exclusion amount shall be equal. Dividing the paragraph 1(c) aggregate amount available during the school year for real estate tax reduction of \$1,208,558.44 by the paragraph 2(c) aggregate number of approved homesteads and approved farmsteads of 2,960, the maximum real estate tax reduction amount applicable to each approved homestead and to each approved farmstead is \$410.04.

4. Homestead/farmstead exclusion authorization - July 1 tax bills. The tax notice issued to the owner of each approved homestead within the School District shall reflect a homestead exclusion real estate assessed value reduction equal to the lesser of: (a) the County-established assessed value of the homestead, or (b) the paragraph 4 maximum real estate assessed value reduction of \$7,219. The tax notice issued to the owner of each approved farmstead within the School District shall reflect an additional farmstead exclusion real estate assessed value reduction equal to the lesser of: (a) the County established assessed value of the farmstead, or (b) the paragraph 4 maximum real estate assessed value reduction of \$7,219. For purposes of this Resolution, "approved homestead" and "approved farmstead" shall mean homesteads and farmsteads listed in the report referred to in paragraph 2 above and received by the School District from the County Assessment Office on or before May 1 pursuant to Act 1, 53 P.S. § 6926.341(g)(3), based on homestead/farmstead applications filed with the County Assessment Office on or before March 1. This paragraph 5 will apply to tax notices issued based on the initial tax duplicate used in issuing initial real estate tax notices for the school year, which will be issued on or promptly after July 1, and will not apply to interim real estate tax bills.

5. Homestead/farmstead exclusion authorization - interim real estate tax bills. No homestead or farmstead exclusion will apply to any interim tax bill except an interim tax bill applicable to a property that includes an approved homestead or approved farmstead listed in the report received by the School District from the County Assessment Office on or before May 1, but not included in the tax assessment reflected in the July 1 tax bill for the property. In most cases, the assessment of approved homesteads and approved farmsteads will be reflected in July 1 tax bills. However, in any case when there is an approved homestead or an approved farmstead that is not included in the assessment reflected in the July 1 tax bill, and when an interim real estate tax notice is issued later based on an interim assessment including the approved homestead or approved farmstead, the interim tax notice shall reflect a homestead or farmstead exclusion real estate assessed value reduction calculated under paragraph 5, except that the paragraph 4 maximum real estate assessed value reduction will be prorated in the same manner as the real estate tax is prorated. Assuming the interim tax notice reflects taxation as of July 1, as will occur in most such cases, the full amount of the paragraph 4 maximum real estate assessed value reduction will apply. In the extraordinary case where the new interim tax assessment is effective after July 1, the paragraph 4 maximum real estate assessed value reduction will be prorated in the same manner as the real estate tax reflected in the interim tax bill is prorated.

This motion, made by Thomas Knorr and seconded by John Dally, Carried.

Jason Keenhold: Absent, Christine Albanese: Yea, John Dally: Yea, James Frey: Yea, Ethan Habrial: Yea, Thomas Knorr: Yea, Jeff Moyer: Yea, Megan Pultz: Yea, Robert Rutt: Yea
Yea: 8, Nay: 0, Absent: 1

Mr. Dally asked if the number of homesteads had changed from the preliminary figure. Mrs. Adams replied that it did, and that homesteads were reduced by 13 parcels, but farmsteads remained the same. Mr. Dally asked if that meant the tax reduction increased. Mrs Adams replied in the affirmative.

12. Personnel

12.A. Resignations

THE ADMINISTRATION RECOMMENDS to the Board that the board approve the following resignations.

Alexis Flick - STEM Asst. Advisor - PES - effective immediately

Claire Kresge - Social Worker - PAHS - effective immediately.

This motion, made by Christine Albanese and seconded by James Frey, Carried.

Jason Keenhold: Absent, Christine Albanese: Yea, John Dally: Yea, James Frey: Yea, Ethan Habrial: Yea, Thomas Knorr: Yea, Jeff Moyer: Yea, Megan Pultz: Yea, Robert Rutt: Yea
Yea: 8, Nay: 0, Absent: 1

12.B. Appointments

THE ADMINISTRATION RECOMMENDS to the Board that the Board approve the following appointments.

James Frable - District-wide Service and Repair replacing John Shiner at an hourly rate of \$37.40, effective 7/22/26.

William Rogan - Induction Teacher for Braedyn Chobin at a salary of \$2,084 (4 Pts., Yr. 1 St. 1) effective 8/25/26.

Abigail Rochlin - Wind Gap Choral Director - replacing Timothy Kirk at a salary of \$2,344.50 (4.5 Pts., Yr. 1, St. 1) effective 8/25/26.

This motion, made by Christine Albanese and seconded by James Frey, Carried.

Jason Keenhold: Absent, Christine Albanese: Yea, John Dally: Yea, James Frey: Yea, Ethan Habrial: Yea, Thomas Knorr: Yea, Jeff Moyer: Yea, Megan Pultz: Yea, Robert Rutt: Yea
Yea: 8, Nay: 0, Absent: 1

12.C. Salary Classification Changes

THE ADMINISTRATION RECOMMENDS to the Board the Board approve the following Salary Classification Changes.

1. Katrina Durrwachter From Class 5 Step 2 to Class 6, effective 8/25/26, the salary will be \$65,000.
2. Madison Laubach From Class 2 Step 2 to Class 4, effective 8/25/26, the salary will be \$61,000.
3. Rebecca Hart From Class 3 Step 2 to Class 4, effective 8/25/26, the salary will be \$61,000.
4. Felicia Buchanan From Class 3 Step 6 to Class 4 effective 8/25/26, the salary will be \$69,000.
5. Meghan Campbell From Class 2 Step 2 to Class 3, effective 8/25/26, the salary will be \$60,000.
6. Colette Flory From Class 2 Step 5 to Class 3, effective 8/25/26, the salary will be \$66,000.
7. Katelyn Rehatchek From Class 1 Step 2 to Class 2, effective 8/25/26, the salary will be \$59,000.
8. Jacqueline Henchy From Class 4 Step 7 to Class 5, effective 8/25/26, the salary will be \$72,000.
9. Andrea Shook From Class 4 Step 2 to Class 5, effective 8/25/26, the salary will be \$62,000.

This motion, made by Christine Albanese and seconded by James Frey, Carried.

Jason Keenhold: Absent, Christine Albanese: Yea, John Dally: Yea, James Frey: Yea, Ethan Habrial: Yea, Thomas Knorr: Yea, Jeff Moyer: Yea, Megan Pultz: Yea, Robert Rutt: Yea
Yea: 8, Nay: 0, Absent: 1

13. Buildings and Grounds

14. Board Governance and Operations

14.A. Approval of PAASD/CIU #20 Letter of Agreement for Non-Public Schools Instructional Services

THE ADMINISTRATION RECOMMENDS to the Board that the Board approve the attached Letter of Agreement between the Pen Argyl Area School District and Colonial Intermediate Unit #20 requesting that CIU #20 provide remedial reading and/or math instructional services in accordance with the Title I Program at non-public parochial schools for the 2026/27 school year.

This motion, made by Christine Albanese and seconded by Ethan Habrial, Carried.

Jason Keenhold: Absent, Christine Albanese: Yea, John Dally: Yea, James Frey: Yea, Ethan Habrial: Yea, Thomas Knorr: Yea, Jeff Moyer: Yea, Megan Pultz: Yea, Robert Rutt: Yea
Yea: 8, Nay: 0, Absent: 1

14.B. Approval of PAASD/CIU #20 Letter of Agreement for Non-Public Schools Programs and Services

THE ADMINISTRATION RECOMMENDS to the Board that the Board approve the attached Letter of Agreement between the Pen Argyl Area School District and Colonial Intermediate Unit #20 requesting that CIU #20 provide programs and services in accordance with the Title IIA Program at non-public parochial schools for the 2026/27 school year.

This motion, made by Christine Albanese and seconded by Ethan Habrial, Carried.

Jason Keenhold: Absent, Christine Albanese: Yea, John Dally: Yea, James Frey: Yea, Ethan Habrial: Yea, Thomas Knorr: Yea, Jeff Moyer: Yea, Megan Pultz: Yea, Robert Rutt: Yea
Yea: 8, Nay: 0, Absent: 1

15. Program

16. Administrator's Notes

16.A. Enrollment in Our Schools

16.B. Building Usage

16.C. Meetings

16.D. Administrative/Board Comments

Mr. Rutt shared that the IU 20 Board met on June 24. The major items discussed were the approval of contracts for the Business Manager, the Assistant Executive Director, Act 93 and Teachers. The Act 93 group had a 3.03% increase. Mr. Rutt stated that he voted for the Business Manager, Assistant Executive Director, and Act 93 contracts. The teachers' settlement agreement resulted in much higher increases, ending at 5%. Mr. Rutt stated that because of this fact, he did not vote for this. Mr. Rutt explained that school districts will be affected by a 4.5% fee increase for all services. When speaking with the Business Manager, Mr. Rutt confirmed the teacher contract would cost between 3 and 4 million dollars. Mr. Rutt expressed that this is unfair to districts below the average salary line. Mr. Rutt also reported on the upcoming renovation. The renovation of central headquarters was to initially take 6 months, but is now projected to be over 8 months. Mr. Rutt learned there has been pushback because of this to the extent that the Administration is soliciting alternate bids. This would entail looking at a phased-in approach where replacement of carpet and painting may be excluded or moved to a later date. Mr. Rutt shared that the IU has no July meeting, so no action will be taken until August 26th.

Mr. Knorr handed out a document entitled Reasons Teachers Leave A School District for the

Board's review.

Mr. Habrial commented that regarding the IU 20, he is hoping the whole project gets scrapped. He shared he believes it is too expensive and unnecessary. He shared that the HVAC system was replaced not too long ago and that they need to keep an eye on engineers. Mr. Habrial also shared that he feels that by CIT not utilizing solar he estimates them losing \$30,000 per year by not working with the company taking out panels.

Mrs. Albanese shared that Pen Argyl Partners in Education Foundation is hosting their open house Fri July 24th from 6-8pm and Sat July 25th from 12-2pm.

Mrs. Pultz shared that the COGS is hosting a scavenger hunt. The cost for this is \$30.00 per car. She shared that the school district is participating. It will be hosted Aug 29th after the football game.

Mr. Gerencser reported that the Leaders of Distinction nominees have been decided and a banquet is scheduled for Fri Sept 19th at 6:30pm at the Loft at Sawmill Golf Course. The induction is scheduled for Sat Sept 19th at halftime. Academic inductees are Eric Doney and Rep. Ann Flood. Athletic inductees are Allison Reeceman-Brown and Phil Racciato.

Mr. Smerdon shared that the teachers are already in the building, three of which were doing work today. The new teachers have come in many times, moving items in and meeting with other teachers. He mentioned the last final tweaks to the student schedules should be finished by the end of this week or the beginning of next week.

Ms. Zaimova shared that elementary summer school concluded last week and the Ice Cream Social is scheduled for August 20th by the PTO at 6pm. Kindergarten orientation is set to occur for the class of 2039, where the kids will ride the bus to school and get to meet teachers.

Mr. Rutt asked how many members are in kindergarten now? Mr. Freeman stated that the current figure on the agenda is 79 and that there are currently 15 in the works.

Mr. Freeman shared that on Aug 5th after the Athletic Committee meeting, Board Members were invited to the High School at 6:45pm for the distribution of Chromebooks. He mentioned the new Keystone Agenda platform will be live starting with the August 11th Board meeting. Mr. Freeman also thanked Dr. Peck and the administrative team for their hard work shifting to Qmlativ. Mr. Freeman seconds Mr. Gerencser and added that anyone that can make Leaders of Distinction banquet would be appreciated. Mr. Freeman reported that the data retreat has been completed and the PSSA and Keystone results analyzed. An action plan has been completed for the upcoming school year and will be presented to the Board in August.

17. Curriculum Notes

Mrs. Dillion reported that during the August 19 superintendent information session, each principal will share their action plans for improvement for 26/27. Mrs. Dillion will be sending out an email shortly for Wed, Aug 19 from 6–8:30 pm for this to occur.

Meeting adjourned at 7:43pm

Treasurer's Report
August 12, 2026

Checking Account:

Balance:	July 14, 2026	15,999,837.69
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Receipts:

Taxes-	Realty Transfer Pen Argyl Plainfield Wind Gap Earned Income Delinquent	- - 278.32 - 495,764.81 22.00	- - - - 496,065.13	
State Subsidy			222,743.00	
Federal Programs			60,971.21	
Cafeteria Subsidy			-	
Refunds			48,020.31	
Rental			-	
Interest			48,993.76	
Donation			-	
Fines			875.46	
Tuition			-	
Transfer from Cap Res			-	877,668.87
Total Cash Available				16,877,506.56

Expenditures

Bills & Payroll Since	7/14/2026	507,577.20	
May Bills and Payroll		1,273,711.71	
To Cap Res		-	1,781,288.91
Balance: August 12, 2026 15,096,217.65			

Total Capital Reserve

Capital Reserve (unreserved)	11,514,868.83
Interest	44,091.01

From GF

Total Working Capital(Unreserved)	11,558,959.84
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Designated for Future Capital Projects	2,564,047.00
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Balance Unreserved and Designated	14,123,006.84
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Computer Funds	553,043.30
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From GF

Reimb GF

Erate Reimbursement

Total Computer Funds	553,043.30
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Total Capital Reserve	14,676,050.14
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Function Summary (Exp/Rev)

Fiscal Year: 2026-2027
Month: August

Pen Argyl Area School District

Function	BS Rv Src Func Description	YTD Revised Budget Amount	YTD Activity	YTD Encumbrance	YTD Balance
1100	REG PROGRAMS-ELEM / SECOND	0.00	-113.62	0.00	113.62
1110	REGULAR PROGRAMS	14,557,645.00	183,285.33	180,157.40	14,194,202.27
1190	FEDERALLY FUNDED REGULAR PRGRM	170,000.00	3,530.13	0.00	166,469.87
1211	LIFE SKILLS	257,500.00	0.00	0.00	257,500.00
1221	DEAF/HEARING IMPAIRED SUPPORT	10,000.00	0.00	0.00	10,000.00
1224	VISUALLY IMPAIRED	1,500.00	0.00	0.00	1,500.00
1225	SPEECH AND LANGUAGE IMPAIRED	330,189.00	2,653.00	0.00	327,536.00
1231	EMOTIONAL SUPPORT	293,000.00	0.00	0.00	293,000.00
1233	AUTISTIC	501,500.00	0.00	0.00	501,500.00
1241	LEARNING SUPPORT - PUBLIC	3,701,385.00	10,263.59	0.00	3,691,121.41
1243	GIFTED PROGRAM	151,861.00	0.00	0.00	151,861.00
1260	PHYSICAL SUPPORT	35,000.00	0.00	0.00	35,000.00
1270	MULTI-HANDICAPPED SUPPORT	35,000.00	0.00	0.00	35,000.00
1280	EARLY INTERVENTION	25,000.00	0.00	0.00	25,000.00
1290	OTHER SERVICES	1,023,050.00	2,019.93	0.00	1,021,030.07
1390	OTHER VO-ED PROGRAMS	775,968.00	201,972.36	0.00	573,995.64
1420	SUMMER SCHOOL	124,434.00	54,588.11	0.00	69,845.89
1430	HOMEBOUND INSTRUCTION	42,568.00	0.00	0.00	42,568.00
1450	INST'L PRGMS OUTSD EST SCHL DY	10,734.00	0.00	0.00	10,734.00
1500	NONPUBLIC SCHOOL PROGRAMS	10,000.00	3,900.00	0.00	6,100.00
1690	OTHER ADULT EDUCATION PROGRAM	4,000.00	0.00	0.00	4,000.00
1693	COMMUNITY COLLEGE SPONSORSHIP	276,857.00	28,341.42	0.00	248,515.58
1700	COMM/JR COLLEGE EDUC PROGRAMS	10,000.00	0.00	0.00	10,000.00
		22,347,191.00	490,440.25	180,157.40	21,676,593.35
2100	SUPPORT SERVICES PUPIL PERSON	375.00	0.00	0.00	375.00
2120	GUIDANCE SERVICES	900,798.00	41,422.79	-1,326.70	860,701.91
2140	PSYCHOLOGICAL SERVICES	233,911.00	1,331.25	0.00	232,579.75
2160	SOCIAL WORK SERVICES	103,391.00	546.69	0.00	102,844.31
2170	STUDENT ACCOUNTING SERVICES	38,941.00	9,651.77	0.00	29,289.23
2190	OTHER PUPIL PERSONNEL SERVICES	121,632.00	0.00	0.00	121,632.00
2230	EDUCATNL TV SERVICES	3,500.00	0.00	0.00	3,500.00
2250	SCHOOL LIBRARY SERVICES	245,548.00	2,658.45	900.00	241,989.55
2260	INSTRU'L/CURRICLM DEVELOP SER	897,439.00	71,444.63	0.00	825,994.37
2271	INSTR'L STAFF DVLPMT/CERTIFIED	201,075.00	14,832.65	8,350.00	177,892.35
2272	INSTR'L STAFF DVLPMT/NON-CRTFD	100.00	0.00	0.00	100.00
2310	BOARD SERVICES	26,350.00	21,032.09	0.00	5,317.91
2320	BOARD TREASURER SERVICES	554.00	100.00	0.00	454.00
2330	TAX ASSESSMT COLLECTN SERVICE	140,317.00	9,295.52	0.00	131,021.48
2350	LEGAL AND ACCOUNTING SERVICES	126,500.00	5,766.75	0.00	120,733.25
2360	OFFICE OF SUPT (EX DIR) SERVS	622,519.00	53,109.62	150.00	569,259.38
2380	OFFICE OF PRINCIPAL SERVICES	1,695,116.00	162,972.87	7,252.52	1,524,890.61
2420	MEDICAL SERVICES	250.00	0.00	0.00	250.00
2430	DENTAL SERVICES	500.00	0.00	0.00	500.00
2440	NURSING SERVICES	402,020.00	5,999.70	515.99	395,504.31

Function Summary (Exp/Rev)

Fiscal Year: 2026-2027
Month: August

Pen Argyl Area School District

Function	BS Rv Src Func Description	YTD Revised Budget Amount	YTD Activity	YTD Encumbrance	YTD Balance
2450	NONPUBLIC HEALTH SERVICES	8,684.00	0.00	0.00	8,684.00
2490	OTHER HEALTH SERVICES	13,250.00	0.00	0.00	13,250.00
2511	SUPERVISION OF FISCAL SERVICES	673,685.00	69,380.02	-1,739.00	606,043.98
2514	PAYROLL SERVICES	94,229.00	9,928.23	0.00	84,300.77
2611	SUPERVISOR OPERATION/MAINT	605,548.00	69,902.87	0.00	535,645.13
2620	OPERATION OF BUILDING SERVICE	2,531,651.00	211,788.61	7,547.44	2,312,314.95
2630	CARE & UPKEEP GROUNDS SERVICE	42,243.00	1,500.00	0.00	40,743.00
2650	VEHICLE OPER/MAINT SERVICES	23,870.00	812.59	0.00	23,057.41
2660	SAFETY & SECURITY SERVICES	311,183.00	26,028.82	-1,910.67	287,064.85
2711	SUPERVISOR STUDENT TRANSP	45,268.00	2,639.40	0.00	42,628.60
2720	VEHICLE OPERATION SERVICES	1,183,059.00	9,743.37	0.00	1,173,315.63
2740	VEHICLE SERVNG/MAINTEN SERV	2,696.00	1,034.28	0.00	1,661.72
2750	NONPUBLIC TRANSPORTATION	176,078.00	2,630.83	0.00	173,447.17
2790	OTHR STUDENT TRANSPORT SERV	578,694.00	3,168.03	0.00	575,525.97
2818	SYSTEM WIDE TECHNOLOGY	762,992.00	101,987.79	10,318.08	650,686.13
2834	STF DVLPMNT/NON-INSTR CERTIFIED	32,291.00	0.00	0.00	32,291.00
2836	STF DVLPMNT/ NON-INSTR NON-CRTF	9,450.00	300.00	0.00	9,150.00
2839	OTHER STAFF SERVICES	3,500.00	0.00	0.00	3,500.00
2910	SUPPORT SRVCS NOT LISTED	13,500.00	0.00	0.00	13,500.00
		12,872,707.00	911,009.62	30,057.66	11,931,639.72
3210	SCH SPONSORED STUDENT ACTIVIT	213,642.00	2,106.52	0.00	211,535.48
3250	SCHOOL SPONSORED ATHLETICS	1,380,270.00	2,124.27	2,289.82	1,375,855.91
3390	OTHER COMMUNITY SERVICES	9,000.00	0.00	0.00	9,000.00
		1,602,912.00	4,230.79	2,289.82	1,596,391.39
5100	DEBT SERVICE	119,000.00	0.00	0.00	119,000.00
5130	REFUND OF PRIOR YEAR REVENUE	10,000.00	0.00	0.00	10,000.00
5230	CAPITAL PROJ FUND TRANSFERS	2,000,000.00	0.00	0.00	2,000,000.00
5900	BUDGETARY RESERVE	94,790.00	0.00	0.00	94,790.00
		2,223,790.00	0.00	0.00	2,223,790.00
Account Monthly Activity Grand Totals:		39,046,600.00	1,405,680.66	212,504.88	37,428,414.46

Function Summary (Exp/Rev)

Fiscal Year: 2026-2027
Month: August

Pen Argyl Area School District

Function	BS Rv Src Func Description	YTD Revised Budget Amount	YTD Activity	YTD Encumbrance	YTD Balance
6000	REVENUE FROM LOCAL SOURCES	0.00	-278.32	0.00	-278.32
6111	CURRENT REAL ESTATE TAXES	16,975,060.00	0.00	0.00	16,975,060.00
6112	INTERIM REAL ESTATE TAXES	43,622.00	0.00	0.00	43,622.00
6113	PUBLIC UTILITY REALTY TAX	20,465.00	0.00	0.00	20,465.00
6114	PAYMTS IN LIEU OF CURRNT TAXS	1,225.00	0.00	0.00	1,225.00
6151	CURRENT EARNED INC TAX - 511	3,427,040.00	-549,251.81	0.00	2,877,788.19
6153	CURRENT REALTY TRSF TAX-511	285,896.00	0.00	0.00	285,896.00
6411	DELINQUENT REAL ESTATE TAXES	903,356.00	0.00	0.00	903,356.00
6510	INTEREST ON INVESTMENTS	300,000.00	-50,895.36	0.00	249,104.64
6710	ADMISSIONS	40,000.00	0.00	0.00	40,000.00
6832	FEDERAL IDEA REV/RECD PASS THR	263,471.00	0.00	0.00	263,471.00
6910	RENTALS	2,000.00	998.38	0.00	2,998.38
6920	CONTRIBUT/DONATNS PRIVATE SRE	61,000.00	0.00	0.00	61,000.00
6944	RECEIPTS FROM OTHER LEAS IN PA	16,000.00	0.00	0.00	16,000.00
6999	MISC REVENUE	4,700.00	-1,591.50	0.00	3,108.50
6000	REVENUE FROM LOCAL SOURCES	22,343,835.00	-601,018.61	0.00	21,742,816.39
7111	BASIC ED FUNDING - FORMULA	6,331,740.00	0.00	0.00	6,331,740.00
7160	TUITION-ORPHANS, 1305, 1306	102,252.00	0.00	0.00	102,252.00
7271	SPEC ED FUND OF SCHL AGE PUPLS	1,455,456.00	-222,743.00	0.00	1,232,713.00
7311	PUPIL TRANSPORTATION SUBSIDY	570,129.00	0.00	0.00	570,129.00
7312	NONPUB/CHARTER PUPIL TRANSP SU	21,945.00	0.00	0.00	21,945.00
7331	STATE REIMB. FOR HEALTH SERVIC	30,000.00	0.00	0.00	30,000.00
7340	STATE PROPERTY TAX RED. ALLOC	1,208,558.00	0.00	0.00	1,208,558.00
7362	PCCD MNTL HLTH & SFTY/SECURITY	121,632.00	0.00	0.00	121,632.00
7531	RTL Block Grant Foundation	256,790.00	0.00	0.00	256,790.00
7532	Adequacy Supplement	50,000.00	0.00	0.00	50,000.00
7810	REVENUE FOR FICA PMTS	640,738.00	0.00	0.00	640,738.00
7820	REVENUE RETIREMENT PMTS	2,717,184.00	0.00	0.00	2,717,184.00
		13,506,424.00	-222,743.00	0.00	13,283,681.00
8514	ESEA, TITLE I	170,000.00	0.00	0.00	170,000.00
8515	TITLE II, ESEA	30,000.00	0.00	0.00	30,000.00
8517	TITLE IV	0.00	-1,281.42	0.00	-1,281.42
8810	MEDICAL ASSISTANCE SUBSIDY	30,000.00	0.00	0.00	30,000.00
		230,000.00	-1,281.42	0.00	228,718.58
9351	FOOD SERVICE FUND TRANSFER	25,000.00	0.00	0.00	25,000.00
		25,000.00	0.00	0.00	25,000.00
Account Monthly Activity Grand Totals:		36,105,259.00	-825,043.03	0.00	35,280,215.97

Cafeteria Report of Operations for the Month of June 2026

Receipts:

Student Sales - Meals	-
Student Ala Carte Sales	-
Adult Ala Carte Sales	-
Colonial Academy	1,741.50
Special Functions	-
Rebates	4,253.38
Reimbursement Due	(61.72)
	<u>\$ 5,933.16</u>

Expenditures:

Food	\$ -
Paper & Cleaning Supplies	-
Payroll Expenses	16,896.47
Office & Miscellaneous Supplies	1,876.51
Compass Int. Admin Fees	4,733.40
Management Fees	3,292.80
	<u>\$ 26,799.18</u>

Gross Profit (Loss) for the month	\$ (20,866.02)
Gross Profit (Loss) Year to Date	\$ 46,780.24

Checks Issued

Bank Account: GN/FD

Pen Argyl Area School District

Check No.	Name on Check	Amount
87501	BLUE CHIP MANAGEMENT SERVICES, INC.	300.00
87501	A/CAPA	-300.00
87502	A/CAPA	300.00
87503	EQUITABLE	39,738.93
87504	INTEGRAONE	1,094.40
87505	MET-ED	24,038.16
87506	SELENA PAGAN	998.38
87507	DINA TAYLOR	0.00
87508	VANGUARD	19,978.38
87509	A/CAPA	300.00
87510	EQUITABLE	39,738.93
87511	INTEGRAONE	1,094.40
87512	MET-ED	24,038.16
87513	SELENA PAGAN	998.38
87514	DINA TAYLOR	0.00
87515	VANGUARD	19,978.38
87516	3P LEARNING INC.	4,400.00
87517	AHOLD FINANCIAL SERVICES	196.79
87518	ALLOY5 ARCHITECTURE	4,134.38
87519	ALLSTATE SEPTIC SYSTEMS, LLP	240.00
87520	AT&T MOBILITY	59.06
87521	BERKONE	2,336.09
87522	BLICK ART MATERIALS	345.18
87523	BORTEK INDUSTRIES	50.00
87524	CALICO PACKAGING LLC	143.82
87525	CAREER INSTITUTE OF TECHNOLOGY	201,972.36
87526	CENTRAL POLY CORP	4,256.40
87527	CHEM AQUA	1,732.88
87528	COLONIAL INTERMEDIATE UNIT 20	91,708.57
87529	COMMITTEE FOR CHILDREN	6,398.00
87530	COMPUTER SPORTS MEDICINE, INC	150.00
87531	COOPER ELECTRIC	905.48
87532	DECKER EQUIPMENT	262.63
87533	EAST LAWN SUPPLY CO INC	726.70
87534	ECCO COMMUNICATIONS, LLC	1,463.00
87535	FEDEX	8.63
87536	FRASER ADVANCED INFORMATION SYSTEMS	2,440.20
87537	HENISE TIRE SERVICE INC	1,165.86
87538	HILLTOP SALES AND SERVICE, INC	408.35
87539	HILLYARD/MID ATLANTIC	401.20

Checks Issued

Bank Account: GN/FD

Pen Argyl Area School District

Check No.	Name on Check	Amount
87540	HOME DEPOT CREDIT SERVICES *	463.42
87541	HUMMER TURFGRASS SYSTEMS, INC	1,500.00
87542	INTEGRATED SYSTEMS CORPORATION	1,925.00
87543	IRONTON TELEPHONE CO.	297.22
87544	IXL LEARNING	16,637.19
87545	KEN'S AUTO	5,480.68
87546	NICOLETTE H KESSLER	5,292.00
87547	KING SPRY	2,266.00
87548	KRISE TRANSPORTATION, INC.	5,402.24
87549	AMBER L KRISUKAS	179.00
87550	KURTZ BROTHERS	371.35
87551	LEHIGH UNIVERSITY	2,000.00
87552	LEHIGH VALLEY ASBO	150.00
87553	LEXIA LEARNING SYSTEMS LLC	3,675.00
87554	RICHARD LIEBERMAN	790.00
87555	LINCOLN INVESTMENT PLANNING INC	7,650.00
87556	LJC DISTRIBUTORS	3,320.61
87557	IRENE MATLOCK	42.78
87558	MCFALL LAW, LLC	500.75
87559	NAESP	259.00
87560	NAVIGATE360, LLC	3,941.11
87561	NORTHAMPTON COUNTY AREA COMM COLLEGE	23,071.42
87562	NORTHEAST JANITORIAL SUPPLY LLC	8,940.28
87563	OFFICE BASICS	3,795.60
87564	PASA	2,009.00
87565	PENNSYLVANIA PAPER & SUPPLY LLC	2,181.42
87566	PIONEER MANUFACTURING CO.	1,268.09
87567	PQ ENERGY SERVICES, INC	78,723.00
87568	PYRAMID SCHOOL PRODUCTS	124.93
87569	QUILL CORPORATION	1,920.00
87570	RALLY! EDUCATION	1,237.40
87571	RIVERSIDE COMMUNITY CARE, INC	500.00
87572	S & S WORLDWIDE, INC.	7.81
87573	SAYLORSBURG LUMBER	91.48
87574	SCHOOL SPECIALTY, LLC	20.28
87575	SLATE BELT REGIONAL POLICE DEPT	23,633.33
87576	SSM	2,900.01
87577	ST. LUKE'S OCCUPATIONAL MEDICINE	260.00
87578	STAPLES, INC.	286.87
87579	THE ART STORE	815.46

Checks Issued

Bank Account: GN/FD

Pen Argyl Area School District

Check No.	Name on Check	Amount
87580	THE FREE WEEKLY PRESS, LLC	80.00
87581	THE KEY	146.44
87582	T-MOBILE	600.00
87583	TRISTATE HVAC EQUIPMENT	4,900.00
87584	UGI UTILITIES, INC.	2,157.06
87585	US OMNI & TSACG COMPLIANCE SERVICES	146.00
87586	VIVID IMPRESSIONS	940.00
87587	VOYAGER SOPRIS LEARNING	1,500.00
87588	JANINE M WARGO	1,331.25
87589	WB MASON CO, INC	130.00
87590	WEX BANK	1,596.01
87591	WILLIAM V MACGILL & CO	2,193.01
87592	WIND GAP ELECTRIC, INC	356.03
87593	WNUK MEDICAL	265.00
87594	WOODSTONE COUNTRY CLUB	500.00
87595	WORTHINGTON DIRECT	8,689.16
87596	COLONIAL INTERMEDIATE UNIT 20	82,461.84
202400651	PEN ARGYL AREA SCHOOL DISTRICT	567,201.66
202400652	PEN ARGYL AREA SCHOOL DISTRICT	540,036.35
99 Total Checks		Grand Totals: 1,927,361.62

Checks Issued

Bank Account: SA-AF

Pen Argyl Area School District

Check No.	Name on Check	Amount
22527	AMAZON CAPITAL SERVICES	392.19
22528	BLUE MOUNTAIN ATHLETICS	300.00
22529	COLONIAL LEAGUE	5,760.00
22530	GILMAN GEAR	625.00
22531	GOPHER SPORT	206.10
22532	HEALY AWARDS	508.84
22533	KRISE TRANSPORTATION, INC.	240.00
22534	PYRAMID SCHOOL PRODUCTS	814.24
22535	SCHOLASTIC SPORT SALES, LTD	787.30
22536	SPORTSMANS	9,950.10
22537	WARRIOR MAT CLUB	400.00
11 Total Checks		Grand Totals: 19,983.77



Policy Number 105.2
Title Exemption From Instruction
Version v2 · 7/30/2026

Exemption From Instruction

Authority

The Board adopts this policy to ensure that parents/guardians have the right to have their children excused from specific instruction that conflicts with their **sincerely held** religious **and/or moral** beliefs. [\[1\]](#) [\[2\]](#)

The rights granted by this policy are granted to parents/guardians of students enrolled in this district when the students are under the age of eighteen (18) and to the students themselves when the student is eighteen (18) or **older**.

Delegation of Responsibility

The Superintendent or designee shall notify parents/guardians of this policy at least annually, at the beginning of each school year, and within a reasonable time after any substantive changes regarding the contents of this policy.

Guidelines

The district shall excuse any student from specific instruction, subject to the following conditions:

1. To assist the school district in ensuring that the student is excused from the correct specific instruction, the request must be made in writing and must detail the specific instruction from which the student is to be excused, **including the reason(s) for the request**.
2. The written request to be excused shall be sent by the parent/guardian or student **who is eighteen (18) or older** to the building principal. One (1) copy of the request shall be retained in the student's permanent school records, one (1) copy kept by the school principal, and one (1) copy submitted to the teacher from whose instruction the student is to be excused.
3. The written request must contain a statement that the specific instruction described conflicts with the **sincerely held** religious **and/or moral** beliefs of the student or of the parents/guardians.
4. The parent/guardian and/or student may request suggested replacement educational activities. The only permissible educational activity for this purpose shall be **substantially similar** instruction that is consistent with the learning objectives set for the **course**.
5. The building principal shall determine where the student shall report during the time the student is excused.

6. All students excused from specific instruction shall be required to achieve the academic standards established by the district as necessary for graduation. [\[3\]](#) [\[4\]](#)

Exemption from Dissection Activities

Students have the right to decline to participate in an education project involving dissection, vivisection, incubation, capture or other harm or destruction of an animal or any part of an animal.[\[5\]](#)

The district must notify students and parents/guardians of their right to decline participation in such activities at least three (3) weeks prior to the start of the education project. Students who do not participate in such activities will be assigned an alternative education project.[\[5\]](#)

PSBA Revised 11/25 © 2025 PSBA

Footnotes

[1] 22 PA Code 11.7
pacodeandbulletin.gov
pacodeandbulletin.gov
Legal Reference [View source](#) 

[2] 22 PA Code 4.4
pacodeandbulletin.gov
pacodeandbulletin.gov
Legal Reference [View source](#) 

[3] Pol. 102
Policy Reference [Open policy](#) 

[4] Pol. 217
Policy Reference [Open policy](#) 

[5] 24 P.S. 1523
palegis.us
palegis.us
Legal Reference [View source](#) 

[6] 24 P.S. 1523
palegis.us
palegis.us
Legal Reference [View source](#) 

[9] 22 PA Code 11.7
pacodeandbulletin.gov
pacodeandbulletin.gov
Legal Reference

[View source](#) 

Legal References

CITED REFERENCES

- [2] 22 Pa. Code 11.7
- [3] 22 Pa. Code 4.4
- [4] Pol. 102
- [5] Pol. 217
- [6] 24 P.S. 1523
- [9] 22 Pa. Code 11.7

ADDITIONAL REFERENCES



Policy Number 221
Title Dress and Grooming
Version v2 · 7/28/2026

Dress and Grooming

Purpose

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

Authority

The Board has the authority to impose limitations on students' dress in school. The Board will not interfere with the right of students and their parents/guardians to make decisions regarding their appearance, except when their choices disrupt the educational program of the schools or constitute a health or safety hazard.^{[1][2]}

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

- 1. Protective hairstyles, including but not limited to hairstyles such as locs, braids, twists, coils, Bantu knots, afros and extensions.**
- 2. Religious creed including head covering and hairstyles historically associated with religious creeds.**

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

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

Delegation of Responsibility

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

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

Staff members shall be instructed to demonstrate, by example, positive attitudes and compliance with Board policy and school rules related to dress and grooming.^[6]

Footnotes

[1] 24 P.S. 1317.3
palegis.us
palegis.us
Legal Reference

View source

[2] 22 PA Code 12.11
pacodeandbulletin.gov
pacodeandbulletin.gov
Legal Reference

View source

[3] 43 P.S. 951
palegis.us
palegis.us
Legal Reference

View source

[4] Pol. 103
Policy Reference

Open policy

[5] Pol. 251
Policy Reference

Open policy

[6] Pol. 325
Policy Reference

Open policy

[7] Pol. 325

Legal References

CITED REFERENCES

- [2] 24 P.S. 1317.3
- [3] 22 Pa. Code 12.11
- [4] 43 P.S. 951
- [5] Pol. 103
- [6] Pol. 251
- [7] Pol. 325

ADDITIONAL REFERENCES



Policy Number 236.1 Policy Committee
Title Threat Assessment
Version v1 · 7/29/2026

Threat Assessment

Purpose

The Board is committed to protecting the health, safety and welfare of its students and the school community and providing the resources and support to address identified student needs. The Board adopts this policy to address student behavior that may indicate a threat to the safety of the student, other students, school employees, school facilities, the community and others.[\[1\]](#)

Authority

The Board directs the Superintendent or designee, in consultation with the School Safety and Security Coordinator, to establish a threat assessment team and develop procedures for assessing and intervening with students whose behavior may indicate a threat to the safety of the student, other students, school employees, school facilities, the community and others.[\[1\]](#)

The established procedures must include protocols for the timely consultation between the team and law enforcement, juvenile justice agencies, county agencies, health care providers or behavioral service providers, as appropriate, to refer students whose behavior indicates a potential threat for additional interventions or supports, including the exchange of relevant information in accordance with federal and state law.[\[1\]](#)[\[2\]](#)[\[3\]](#)

Definitions

Behavioral service providers – includes, but is not limited to, a state, county or local behavioral health service provider, crisis intervention center or psychiatric hospital. The term includes a private service provider which contracts with a state, county or local government to act as a behavioral health agency.[\[4\]](#)

Bias – the attitudes or beliefs we have about a person or group that affects our understanding, actions and decisions in a conscious or subconscious manner.

Individualized Management Plan – a plan developed for a student who is referred to the threat assessment team that documents the concerns that brought a student to the team's attention, as well as the resources and supports a student might need based on the information gathered during the assessment.

Threat assessment – a fact-based process for the assessment of and intervention with students whose behaviors may indicate a threat to the safety of the student, other students, school employees, school facilities, the community or others.

Delegation of Responsibility

The Superintendent or designee, in consultation with the School Safety and Security Coordinator, shall appoint individuals to a district threat assessment team. [\[1\]](#)

The Superintendent or designee shall designate a member of the team as team leader for the threat assessment team. [\[1\]](#)

The threat assessment team shall include the School Safety and Security Coordinator and individuals with expertise in school health; counseling, school psychology or social work; special education; school administration; law enforcement agency representatives; behavioral health professionals; and members of the Safe2Say Something crisis team. [\[1\]](#)

The Superintendent or designee may assign additional staff members or designated community resources to the threat assessment team for assessment and response support.

Guidelines

Training

The School Safety and Security Coordinator shall ensure that threat assessment team members are provided individual and/or group training annually on: [\[1\]](#)

1. Responsibilities of threat assessment team members.
2. Process of identifying, reporting, assessing, responding to and intervening with threats.
3. Identifying and avoiding racial, cultural or disability bias. [\[9\]](#) [\[10\]](#)
4. Confidentiality requirements under state and federal laws and regulations, and Board policies. [\[5\]](#)[\[7\]](#) [\[11\]](#) [\[12\]](#)[\[13\]](#)

Threat assessment team training shall be credited toward professional education requirements and school safety and security training requirements for staff, in accordance with applicable law and Board policy. [\[1\]](#)[\[7\]](#)[\[15\]](#)[\[16\]](#)[\[17\]](#)[\[18\]](#)

Information for Students, Parents/Guardians and Staff

The district shall annually notify students, staff and parents/guardians about the existence and purpose of the threat assessment team through posting information on the district website, publishing in handbooks and through other appropriate methods. [\[1\]](#)

The threat assessment team shall make available age-appropriate informational materials to students regarding recognition of threatening or at-risk behavior that may present a threat to the student, other students, school employees, school facilities, the community or others and how to report concerns, including through the Safe2Say Something program and other district reporting hotlines or methods. Informational materials shall be available for review by parents/guardians. [\[1\]](#)[\[8\]](#) [\[9\]](#) [\[19\]](#) [\[20\]](#)[\[21\]](#)

The threat assessment team shall make available informational materials for school employees regarding recognition of threatening or at-risk behavior that may present a threat to the student, other students, school employees, school facilities, the community or others and how to report concerns, including through the Safe2Say Something program and other district reporting hotlines or methods. Information for school employees shall include a list of the staff members who have been appointed to the threat assessment team. [\[1\]](#)[\[8\]](#)[\[9\]](#)[\[19\]](#)[\[21\]](#)

The district shall annually provide mandatory training for school staff on 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 law, Board policy and the standards specified by the state's School Safety and Security Committee. [\[7\]](#)[\[17\]](#)

Reporting and Identification

The threat assessment team shall document, assess and respond to reports received regarding students whose behavior may indicate a threat to the safety of the student, other students, school employees, school facilities, the community or others. [\[1\]](#)

The threat assessment team shall assist in assessing and responding to reports that are received through the Safe2Say Something Program identifying students who may be a threat to themselves or others. [\[1\]](#)[\[7\]](#)

The threat assessment team shall assist in assessing and responding to reports of students exhibiting self-harm or suicide risk factors or warning signs, as identified in accordance with applicable law and Board policy. [\[1\]](#)[\[8\]](#)

When the threat assessment team has made a preliminary determination that a student's reported behavior may indicate a threat to the safety of the student, other students, school employees, school facilities, the community or others, the team shall immediately take the following steps: [\[1\]](#)

1. Notify the Superintendent or designee and School Safety and Security Coordinator of the reported threat.
2. Notify the building principal of the school the student attends of the reported threat, who shall notify the student's parent/guardian of the reported threat.

When a reported student's behavior indicates that there may be an imminent threat to the safety of the student or others, or an emergency situation, a threat assessment team member shall take immediate action, which may include promptly reporting to the appropriate law enforcement agency and school administration. [\[1\]](#)[\[6\]](#)[\[7\]](#)[\[22\]](#)

Where a threat assessment team member has reasonable cause to suspect that a reported situation indicates that a student may be a victim of child abuse, the member shall make a report of suspected child abuse in accordance with law and Board policy. [\[1\]](#)[\[23\]](#)[\[24\]](#)

Inquiry and Assessment

In investigating, assessing and responding to threat reports, the threat assessment team shall make a determination if the report should be addressed under one or more specific Board policies or administrative regulations, based on the subject matter of the report and the requirements of law, regulations and Board policy, including, but not limited to, reports involving:

1. Discrimination/Harassment. [\[9\]](#) [\[19\]](#)
2. Bullying/Cyberbullying. [\[21\]](#)
3. Suicide Awareness, Prevention and Response. [\[8\]](#)
4. Hazing. [\[25\]](#)
5. Dating Violence. [\[26\]](#)

Members of the threat assessment team shall engage in an assessment of the reported student behavior that may indicate a threat, in accordance with training and established procedures. This process may include, but is not limited to:

1. Interviewing the student, other students, staff, parents/guardians or others regarding the subject(s) of the reported threat.
2. Reviewing existing academic, health and disciplinary records and assignments, as appropriate, regarding the subject(s) of the report.
3. Conducting searches of lockers, storage spaces and other possessions on school property as applicable, in accordance with applicable law, regulations and Board policy. [\[27\]](#)
4. Examining outside resources such as social media sites, in coordination with law enforcement, or contacting law enforcement, juvenile probation or community agencies to request additional information about the subject(s) of the report, in accordance with law, regulations and Board policies.
5. Where appropriate, convening the appropriate team to assess and/or address the situation that is the subject of the report, such as the Individualized Education Program (IEP) team, Section 504 Team, Behavior Support team, Student Assistance Program team or others. [\[5\]](#)
[\[10\]](#) [\[28\]](#) [\[29\]](#) [\[30\]](#) [\[31\]](#)

The threat assessment team shall establish and implement procedures, in accordance with the district's memorandum of understanding with each law enforcement agency having jurisdiction over school property, to address situations where the investigation of a reported threat shall be transferred to the appropriate law enforcement agency. [\[6\]](#) [\[22\]](#)

The threat assessment team may request that the county agency or juvenile probation department consult and cooperate with the team in assessing the student who is the subject of a preliminary determination regarding a threat. [\[1\]](#)

When assessment of a student's behavior determines that it is not a threat to the student, other students, school employees, school facilities, the community or others, the threat assessment team shall document the assessment and may refer the student to other appropriate resources such as a child study team, the Student Assistance Program team, an IEP or Section 504 Team or other district supports and services.

Response and Intervention

The threat assessment team shall develop an Individualized Management Plan for each student identified and assessed as posing a threat to the student, other students, school employees, school facilities, the community or others. The plan should document the team's evaluation of the threat and recommendations for disposition of the threat, including the information gathered during the assessment and recommendations for response and intervention.

Following notification to the student's parent/guardian, the threat assessment team may refer the student to an appropriate program or take action to address the reported situation in accordance with applicable Board policy, which may include, but is not limited to:^[1]

1. A referral to the Student Assistance Program.^[5]
2. A referral to the appropriate law enforcement agency.^{[6][7][22]}
3. An appropriate evaluation to determine whether the student is a qualified student with a disability in need of a Section 504 Service Agreement or in need of special education services through an Individualized Education Program (IEP), in accordance with applicable law and Board policy.^{[10][28][31]}
4. A referral to the student's IEP Team to review and address the student's IEP and/or Positive Behavior Support Plan. This could include, but is not limited to, a manifestation determination or functional behavioral assessment in accordance with applicable law, regulations and Board policy.^{[28][29][30][31]}
5. A referral to the student's Section 504 Team to review and address the student's Section 504 Service Agreement and/or Positive Behavior Support Plan.^[10]
6. With prior parental consent, a referral to a behavioral service provider, health care provider or county agency.^[32]
7. Addressing behavior in accordance with applicable discipline policies and the Code of Student Conduct.^{[33][34][35][36]}
8. Ongoing monitoring of the student by the threat assessment team, a child study team, Student Assistance Program team or other appropriate school personnel.
9. Taking steps to address the safety of any potential targets identified by the reported threat.^{[7][37]}

School Safety and Security Incident Reporting –

For reporting purposes, the term **incident** means an instance involving an act of violence; the possession of a weapon; the possession, use or sale of a controlled substance or drug paraphernalia as defined in the Pennsylvania Controlled Substance, Drug, Device and Cosmetic Act; the possession, use or sale of alcohol or tobacco products; or conduct that constitutes an offense listed in the school safety and security provisions of School Code.^{[22][38][39][40]}

When a reported threat also meets the definition of an incident, in accordance with reporting requirements, the Superintendent or designee shall immediately report required incidents, if not previously reported by district staff, and may report discretionary incidents committed by students on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity to the law enforcement agency that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with law enforcement and Board policies.^{[22][33][38][39][41][42][43]}

The Superintendent or designee shall notify the parent/guardian, if not previously notified by district staff, of any student directly involved in an incident on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity, who is a victim or suspect, immediately, as soon as practicable. The Superintendent or designee will inform the parent/guardian whether or not the law enforcement agency that has jurisdiction over the school property has been or may be notified of the incident. The Superintendent or designee will document attempts made to reach the parent/guardian.^[22]^[39]^[44]

Students With Disabilities –

When reporting an incident committed by a student with a disability or referring a student with a disability to a law enforcement agency, the district shall provide the information required by state and federal laws and regulations and shall ensure that copies of the special education and disciplinary records of the student are transmitted for consideration by these authorities. The district shall ensure compliance with the Family Educational Rights and Privacy Act when transmitting copies of the student's special education and disciplinary records.^[2]^[3]^[11]^[13]^[45]^[46]

Monitoring and Management

If a student has an Individualized Management Plan, the threat assessment team shall monitor the Individualized Management Plan and coordinate with the designated team or resource to provide support and follow-up assessment as necessary. Follow-up assessments, referrals, re-entry plans and other supports shall be documented as part of the student's Individualized Management Plan.

The threat assessment team, in coordination with other appropriate teams and supports, shall determine when the student's Individualized Management Plan is no longer needed for disposition of the threat(s), and may transfer appropriate information in accordance with applicable law, regulations and Board policy.^[5]^[8]^[10]^[11]^[13]^[28]

Records Access and Confidentiality

In order to carry out their duties and facilitate the timely assessment of and intervention with students whose behavior may indicate a threat, the threat assessment team shall have access to the following student information to the extent permitted under applicable law and regulations:^[1]

1. Student health records.^[47]^[48]
2. Prior school disciplinary records.^[11]^[13]^[49]
3. Records related to adjudication under applicable law and regulations.^[49]^[50]^[51]^[52]^[53]^[54]
4. Records of prior behavioral or mental health or psychological evaluations or screenings maintained by the district.
5. Other records or information that may be relevant to evaluating a threat or determining treatment or referral options for a student that are maintained by the district.

The threat assessment team shall use all information or records obtained in fulfilling the team's duty in accordance with law to evaluate a threat or to recommend disposition of a threat. Team members shall not redisclose any record or information obtained or otherwise use any record of a student beyond the purpose for which the disclosure was made to the team, in accordance with law.^[1]

The threat assessment team shall maintain confidentiality and handle all student records in accordance with applicable law, regulations, Board policy, the Student Records Plan and the district's legal and investigative obligations.^{[2][3][5][8]^[11][12][13][21]^[49][55]}

Threat assessment members whose other assignments and roles require confidentiality of specific student communications, in accordance with law, shall ensure that all confidential communications and information are addressed in accordance with applicable law, regulations, Board policy and administrative regulations.^{[12][56][57][58][59]}

Annual Board Report

The threat assessment team shall provide the required information to the Superintendent, in consultation with the School Safety and Security Coordinator, to annually develop and present to the Board, at an executive session, a report outlining the district's approach to threat assessment, which shall include:^[1]

1. Verification that the district's threat assessment team and process complies with applicable law and regulations.
2. The number of threat assessment teams assigned in the district, and their composition.
3. The total number of threats assessed that year.
4. A summary of interactions with outside law enforcement agencies, juvenile probation and behavioral service providers.
5. An assessment of the district's threat assessment team(s) operation.
6. Recommendations for improvement of the district's threat assessment processes.
7. Any additional information required by the Superintendent or designee.

The annual threat assessment report shall be presented as part of the annual report to the Board by the School Safety and Security Coordinator on district safety and security practices.^{[1][6]}

The threat assessment team's information addressing verification of compliance with law and regulations, the number of threat assessment teams assigned in the district and their composition, the total number of threats assessed that year, and additional information required by the Superintendent or designee shall be included in the School Safety and Security Coordinator's annual report on district safety and security practices that is submitted to the state's School Safety and Security Committee.^{[1][6][60]}

Footnotes

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Details

Book: Policy Manual

Section: 200 — Pupils

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Draft

D-v1.2

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D-v1.1

- 6/21/2026

Current

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- 6/21/2026

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Policy Branches

Active

Active

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Revision Draft

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D-v1.2

Current

Updated 7/27/2026

Comments

No comments yet.

Footnotes

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Policy Number 325
Title Dress and Grooming
Version v2 · 7/28/2026

Dress and Grooming

Authority

Administrative, professional and support employees set an example in dress and grooming for students and the school community. Employees' dress should reflect their professional status and encourage respect for authority in order to have a positive influence on the district's programs and operations.

The Board has the authority to specify reasonable dress and grooming requirements, within law, for all district employees to prevent an adverse impact on the educational programs and district operations.^[1]

The Board directs compliance with Board policy and law prohibiting discrimination, including but not limited to protections addressing: ^[2]^[3]

- 1. Protective hairstyles, including but not limited to hairstyles such as locs, braids, twists, coils, Bantu knots, afros and extensions.**
- 2. Religious creed including head coverings and hairstyles historically associated with religious creeds.**

When assigned to district duties, employees shall be physically clean, neat, well-groomed and dressed in a manner consistent with assigned job responsibilities.

Employees shall be groomed so that their hair style does not cause a safety or health hazard.

Support employees may be required to wear a designated work uniform.

Delegation of Responsibility

If an employee feels that an exception to this policy would enable **the employee** to carry out **their** assigned duties more effectively, a request should be made to the building principal.

Footnotes

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- [2] 24 P.S. 510
- [3] 43 P.S. 951
- [4] Pol. 104

ADDITIONAL REFERENCES



Policy Number 332
Title Working Periods
Version v2 · 7/29/2026

Working Periods

Authority

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

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

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

Delegation of Responsibility

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

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

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

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

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ADDITIONAL REFERENCES



Policy Number 610 Policy Committee
Title Purchases Subject to Bid/Quotation
Version v1 · 7/30/2026

Purchases Subject to Bid/Quotation

Authority

It is the policy of the Board to obtain competitive bids and price quotations for products and services where such bids or quotations are required by law or may result in monetary savings to the school district. [\[1\]](#) [\[2\]](#)

Guidelines

The amounts contained in this policy regarding competitive bid and price quotation requirements are subject to adjustments based on the Consumer Price Index. [\[1\]](#) [\[2\]](#) [\[3\]](#)

Competitive Bids

When seeking competitive bids, the Board shall advertise once a week for three (3) weeks in not less than two (2) newspapers of general circulation. [\[1\]](#) [\[2\]](#)

After due public notice advertising for competitive bids, the Board shall be authorized to:

1. Purchase furniture, equipment, school supplies and appliances costing a base amount of **\$24,500** or more, unless exempt by law. [\[2\]](#)
2. Contract for construction, reconstruction, repairs, maintenance or work on any school building or property having a total cost or value of more than **\$24,500**, unless exempt by law. [\[1\]](#)

The Board prohibits the practice of splitting purchases to avoid advertising and bidding requirements. [\[1\]](#) [\[2\]](#)

With kind, quality and material being equal, the bid of the lowest responsible bidder meeting bid specifications shall be accepted upon resolution of the Board, unless the Board chooses to reject all bids. [\[1\]](#) [\[2\]](#)

The Board recognizes that emergencies may occur when imminent danger exists to persons or property or continuance of existing school classes is threatened, and time for bidding cannot be provided because of the need for immediate action. Bidding decisions in the event of such emergencies shall be made in accordance with existing legal requirements. [\[1\]](#)

Public notice and advertisement of the invitation for bids shall be given in the manner required for non-electronic bidding.

Bids shall be accepted electronically at the time and in the manner designated in the invitation for bids.

During the auction, bidders shall be able to review their bid rank or the low bid price, and may reduce their bid prices during the auction.

At the conclusion of the auction, the record of the bid prices received and the name of each bidder shall be open to public inspection.

After the auction period has expired, the district shall grant in writing withdrawal of a bid when the bidder requests relief and presents credible evidence of a clerical mistake due to reasons permitted by law, within the time period established by the district.

The contract shall be awarded within sixty (60) days of the auction by written notice to the lowest responsible bidder, or all bids may be rejected. Extensions of the award date may be made by written, mutual consent of both parties.

Price Quotations

Unless exempt by law, at least three (3) written or telephonic price quotations shall be requested by the Board for:[\[1\]](#)[\[2\]](#)

1. Furniture, equipment, school supplies and appliances costing a base amount of more than **\$13,200** but less than **\$24,500**.[\[2\]](#)
2. All contracts for construction, reconstruction, repairs, maintenance or work on any school building or property, having a total cost or value of more than **\$13,200** but less than **\$24,500**.[\[1\]](#)

If it is not possible to obtain three (3) quotations, a memorandum must be kept on file showing that fewer than three (3) qualified vendors exist in the market area. The written price quotations, written records of telephonic price quotations and memoranda shall be kept on file for three (3) years.

Work Performed by District Maintenance Personnel

The Board may authorize district maintenance personnel to perform construction, reconstruction, repairs or work having a total cost or value of less than **\$13,200**.[\[1\]](#)

Delegation of Responsibility

The Board may grant the Board Secretary or Purchasing Agent the authority to purchase supplies and award contracts in the amount and manner designated by applicable law.[\[1\]](#)[\[2\]](#)

Footnotes

1. [1]
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2. [2]
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Details

Book: PCM — 8/3/26 Policy Committee Meeting

Active Policy

Adopted:*Not set*

Last Revised:*Not set*

Last Reviewed:*Not set*

Draft In Progress

Draft Last Updated:7/28/2026

Latest Draft Version:v2.1

Revision History

- 7/28/2026
Draft
D-v2.1
- 7/26/2026
Draft
D-v2.0

Documents

No documents attached

Policy Branches

Active

Active

v1.0

Updated 6/28/2026

Draft

Draft

D-v2.1

Current

Updated 7/28/2026

Comments

No comments yet.

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[3] **24 P.S. 120**

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Policy Number 611
Title Purchases Budgeted
Version v2 · 7/28/2026

Purchases Budgeted

Authority

It is the policy of the Board that when funds are available all purchases contemplated within the current budget and not subject to bid shall be made in a manner that ensures the best interests of the district. [\[1\]](#) [\[2\]](#)

Delegation of Responsibility

All purchases that are within budgetary limits may be made upon authorization of the Purchasing Agent, Business Manager, Board Secretary, and/or Superintendent, unless the contemplated purchase is for more than **\$24,500**, in which case prior approval by the Board is required. [\[1\]](#) [\[2\]](#) [\[3\]](#)

All purchase order requests must be referred to the Purchasing Agent who shall check whether the proposed purchase is subject to bid; whether sufficient funds exist in the budget; and whether the material might be available elsewhere in the district. [\[1\]](#) [\[2\]](#) [\[3\]](#)

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[3] 24 P.S. 609
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[4] 24 P.S. 609

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[2] 24 P.S. 751

[3] 24 P.S. 807.1

[4] 24 P.S. 609

[5] 24 P.S. 751

ADDITIONAL REFERENCES



Policy Number 619
Title District Audit
Adopted 12/3/2019
Version v1 · 7/30/2026 · DRAFT

District Audit

Purpose

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

Authority

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

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

Delegation of Responsibility

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

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

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

Footnotes

[1] 24 P.S. 437
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[2] 24 P.S. 2401
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[4] 24 P.S. 2441
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[5] 24 P.S. 408
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[8] 24 P.S. 218
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[9] Pol. 601
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Policy Number 805.1
Title Relations With Law Enforcement Agencies
Version v2 · 7/30/2026

Relations With Law Enforcement Agencies

Purpose

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

Authority

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

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

Definition

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

Guidelines

Memorandum of Understanding

In accordance with state law and regulations, the Superintendent shall execute and update, every two (2) years, a memorandum of understanding with each law enforcement agency that has jurisdiction over school property. The memorandum of understanding shall be signed by the

Superintendent, chief of police of the law enforcement agency with jurisdiction over the relevant school property and each building principal, and be filed with the PA Department of Education.

[1][2][6]

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

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

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

Students With Disabilities

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

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

Training

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

Referral to Law Enforcement

The Superintendent or designee shall immediately report required incidents and may report discretionary incidents committed on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity, to the law enforcement agency that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with law enforcement and Board policies.^{[1][2][7][9][10][11][12][13][14][15][16][21][29][30][31][32]}

School Safety and Security Incidents Report

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

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

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

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[1] 24 P.S. 1306.2-B
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[2] **24 P.S. 1319-B**

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[3] **22 PA Code 10.1**

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[4] **Pol. 805**

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[5] **Pol. 805.2**

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[6] **22 PA Code 10.11**

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[7] **22 PA Code 10.2**

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[8] **35 P.S. 780-102**

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[9] **Pol. 218**

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[10] **Pol. 218.1**

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[13] **Pol. 227**

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[14] **Pol. 323**
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[15] **Pol. 351**
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[16] **Pol. 904**
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[17] **24 P.S. 1302-E**
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[18] **22 PA Code 10.23**
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[19] **22 PA Code 14.104**
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[20] **Pol. 113**
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[21] **Pol. 113.2**
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[22] **22 PA Code 14.133**
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[23] **Pol. 113.4**
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[24] **Pol. 216**
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[25] **Pol. 333**
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[26] **Pol. 806**
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[27] **Pol. 819**
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[28] **Pol. 824**
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[29] **22 PA Code 10.21**
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[30] **22 PA Code 10.22**
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[31] **Pol. 103.1**
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[32] **Pol. 113.1**
Policy Reference [Open policy](#) 

[33] **Pol. 113.1**

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- [3] 24 P.S. 1319-B
- [4] 22 Pa. Code 10.1
- [5] Pol. 805
- [6] Pol. 805.2
- [7] 22 Pa. Code 10.11
- [8] 22 Pa. Code 10.2
- [9] 35 P.S. 780-102
- [10] Pol. 218
- [11] Pol. 218.1
- [12] Pol. 218.2
- [13] Pol. 222
- [14] Pol. 227
- [15] Pol. 323
- [16] Pol. 351
- [17] Pol. 904
- [18] 24 P.S. 1302-E
- [19] 22 Pa. Code 10.23

[20] 22 Pa. Code 14.104

[21] Pol. 113

[22] Pol. 113.2

[23] 22 Pa. Code 14.133

[24] Pol. 113.4

[25] Pol. 216

[26] Pol. 333

[27] Pol. 806

[28] Pol. 819

[29] Pol. 824

[30] 22 Pa. Code 10.21

[31] 22 Pa. Code 10.22

[32] Pol. 103.1

[33] Pol. 113.1

ADDITIONAL REFERENCES



Policy Number 805.2
Title School Security Personnel
Version v2 · 7/29/2026

School Security Personnel

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 Resource Officers (SROs)
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 and bullying awareness, substance use awareness, emergency procedures and training drills, and identification or recognition of student behavior that may indicate a threat to the safety of the student, other students, school employees, other individuals, school facilities or the community, in accordance with the standards established by the state's School Safety and Security Committee and the requirements of applicable law and regulations. ^{[4] [5] [6] [7] [8] [9] [10] [11] [12] [13]}
- 4. Meet with school employees annually to seek their input on the mandatory school safety and security training.**^[13]
5. Coordinate a tour of the district's buildings and grounds biennially, or when a building is first occupied or reconfigured, with law enforcement and first responders responsible for protecting and securing the district to discuss and coordinate school safety and security matters.
6. Serve as the liaison with law enforcement and other state committees and agencies on matters of school safety and security.
7. Serve on the district's threat assessment team(s) and participate in required training and the threat assessment process. ^{[7] [14]}
8. Coordinate School Safety and Security Assessments, School Safety and Security grant requirements and respond to School Safety and Security surveys, as applicable. ^{[11] [15]}
- 9. Coordinate school safety and security meetings with school and building leadership, at least on a quarterly basis.**

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

The School Safety and Security Coordinator must complete any additional continuing education as required by the School Safety and Security Committee.^[3]

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

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

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

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

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

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

1. Assist in identification of physical changes in the environment which may reduce crime in or around a school.
2. Assist in developing Board policy, administrative regulations or procedures which address crime, and recommending procedural changes.
3. Develop and educate students in crime prevention and safety.
4. Train students in conflict resolution, restorative justice and crime awareness.
5. Address crime and violence issues, gangs and drug activities affecting or occurring in or around a school.
6. Develop or expand community justice initiatives for students.
7. Other duties as agreed upon between the district and municipal agency.

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

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

School Security Guards

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

School security guard - 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 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.[\[47\]](#)

The district shall make reports regarding hiring and separation, and shall maintain all records, as required for a law enforcement agency, in accordance with applicable law and regulations. [\[32\]](#) [\[36\]](#).

Other Agreements

The district shall enter into an intergovernmental agreement(s) otherwise providing for School Resource Officers with other political subdivisions, in accordance with the provisions of law. [\[45\]](#) [\[46\]](#) [\[51\]](#)

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Footnotes

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[2] **24 P.S. 1301-C**
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[3] **24 P.S. 1309-B**
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[4] **Pol. 146.1** [Open policy](#) 
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[11] **Pol. 805** [Open policy](#) 
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[14] **24 P.S. 1302-E**
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[15] **24 P.S. 1305-B**
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ADDITIONAL REFERENCES

PEN ARGYL AREA SCHOOL DISTRICT CALENDAR 2026-2027

JULY 2026						
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	
Students: 0		Teachers: 0		0		

AUGUST 2026						
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					
Students: 1		Teachers: 4		4		

SEPTEMBER 2026						
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			
Students: 20		Teachers: 20		24		

OCTOBER 2026						
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
Students: 21		Teachers: 21		45		

NOVEMBER 2026						
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					
Students: 18		Teachers: 18		63		

DECEMBER 2026						
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		
Students: 17		Teachers: 17		80		

July
1-3 Independence Day

August
21, 24 Induction Days
25 - 27 Teacher Workshops
31 First Day for Students

September
4 - 7 Schools Closed - Labor Day

October
12 Schools Closed
- Teacher Workshop Make-up

November
23 - 25 Elementary and Middle School Conferences
26 - 30 Schools Closed
- Thanksgiving Holiday

December
24 - 31 Schools Closed - Winter Break

January
1 Schools Closed - Winter Break
18 Schools Closed
- Teacher Workshop Make-up

February
15 Schools Closed - President's Day
24 - 25 Elementary and Middle School Conferences

March
26 - 29 Schools Closed - Spring Break

April

May
31 Schools Closed - Memorial Day

June
2 Last Student Day
3 - 4 Teacher Workshop

Schools Closed - Holiday

Act 80 - Early Dismissal

Early Dismissal

EL/MS Conferences

Schools Closed - Teacher Workshop

Teacher Induction Day

JANUARY 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						
Students: 19		Teachers: 19		99		

FEBRUARY 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						
Students: 19		Teachers: 19		118		

MARCH 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			
Students: 21		Teachers: 21		139		

APRIL 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	
Students: 22		Teachers: 22		161		

MAY 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					
Students: 20		Teachers: 20		181		

JUNE 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			
Students: 2		Teachers: 4		185		

The District may utilize Remote Learning [or Flexible Instruction] Days when schools close as a result of inclement weather or an emergency. Any days on which schools are closed and a Remote Learning [or Flexible Instruction] Day is not utilized may be added to the school year following what is designated as the "Last Student Day" above if deemed necessary to comply with State mandates.

Total Number of School Days for
Students = 180; Teachers = 185

Section 3.17 Day or Overnight Sports Trips Unaffiliated with PIAA Season

At times, members of a District athletic team(s) may attend events, camps, etc. that are not part of the PIAA season. Under the circumstances outlined below, team booster clubs that finance a day/overnight trip may be eligible for reimbursement. In order for the aforementioned to occur, the following guidelines and approval procedure must be followed.

Guidelines

- In order to be considered for approval/reimbursement, it must be demonstrated that the day/overnight trip is directly related to the athletic team in question and has a central focus of athletic competition and/or skill development.
- Teams may not participate in day/overnight trips that conflict with the PIAA game schedule. Specifically, day/overnight trips must occur before or after games begin/end. Games will not be scheduled around participation in a day/overnight trip.
- Teams may not participate in day/overnight trips that conflict with major school events, including but not limited to Keystone testing or the first ten (10) days of a semester.
- All varsity and JV players on a team must be presented with the opportunity to attend the day/overnight trip.
- Team coaches must support the trip and be willing to volunteer for the day/overnight trip to supervise the players.
- Booster clubs may receive monetary reimbursement up to a limit of \$6,000 per trip for eligible travel, lodging, and/or event entry/registration fees only after receiving Board approval via the "Application/Approval Procedure" outlined below.

Application/Approval Procedure

1. Booster club/coach attends an Athletic Committee meeting and presents the proposed day/overnight trip.
2. Athletic Committee approves or denies the trip. If approved by the Committee...
3. Booster club/coach presents day/overnight trip to the School Board, and the School Board either denies or approves day/overnight trip. If approved by the Board...
4. Team attends day/overnight trip.
5. Upon return from the day/overnight trip, the booster club submits detailed expenses and receipts to the Athletic Director or High School Principal, who review the expenses to ensure they align with the criteria established under "Guidelines."
6. Athletic Director or High School Principal submit eligible expenses up to the maximum \$6,000 to the Business Office, and reimbursement is issued to the booster club.

Pen Argyl Area School District
THE MAMA P SPIRIT SCHOLARSHIP
Terms and Agreement

THIS SCHOLARSHIP AGREEMENT ("Agreement") is entered into as of the 11 day of Aug, 2026, by and between the **Pietraszkiewicz Family** ("Donor") and the **Pen Argyl Area School District** ("District"). Donor and District may hereinafter be individually referred to as a "Party" and collectively the "Parties."

WHEREAS, the Donor desires to establish a scholarship to honor and preserve the legacy of the Pietraszkiewicz family;

WHEREAS, the Donor desires to provide financial assistance to graduates of Pen Argyl High School who have participated in the football program and who intend to pursue post-secondary education or training;

WHEREAS, the District is authorized to receive and administer gifts, grants, and donations for educational purposes;

NOW, THEREFORE, WITNESSETH, intending to be legally bound, the Parties hereto agree as follows:

I. SCHOLARSHIP NAME AND PURPOSE

a. Scholarship Name

The scholarship shall be known as The Mama P Spirit Scholarship (hereinafter "Scholarship").

b. Purpose

The purpose of the Scholarship is to provide financial assistance to a graduating senior of Pen Argyl High School who has participated in the football program and plans to attend a post-secondary academic institution, trade school, technical school, apprenticeship program, military training program, or other recognized post-secondary educational or career-training program following graduation.

II. SCHOLARSHIP FUND

a. Establishment of Fund

The District shall maintain all donated funds designated for the Scholarship in a separate account or accounting designation established for the administration of the Scholarship.

b. *Sources of Funding*

The Scholarship may be funded through contributions from family members and friends, proceeds generated from fundraising activities, including the Tastefully Done Fundraiser, employer matching gift contributions, and any other contributions accepted by the District and specifically designated for the Scholarship. All such funds shall be used in accordance with the terms and purposes of the Scholarship.

c. *Ownership of Funds*

Upon acceptance by the District, all donations shall become the property of the District and shall be administered solely for the purposes described in this Agreement and in accordance with applicable law, District policy, and Board action.

III. ELIGIBILITY CRITERIA

To be eligible for consideration, an applicant must:

- a. Be a graduating senior at Pen Argyl High School;
- b. Have participated in the Pen Argyl High School football program;
- c. Demonstrate academic achievement;
- d. Demonstrate sportsmanship throughout participation in the football program;
- e. Demonstrate teamwork and positive contributions to teammates and the program;
- f. Demonstrate leadership on and/or off the field; and
- g. Intend to enroll in a post-secondary educational or career-training program following graduation.

No minimum grade point average shall be required unless subsequently amended in writing by the Donor and the District.

IV. SELECTION PROCESS

a. *Selection Committee*

The Scholarship recipient shall be selected through consultation between representatives designated by the Pietraszkiewicz Family and members of the Pen Argyl High School football coaching staff.

b. *Evaluation Criteria*

Scholarship recipients shall be selected based upon the criteria set forth in Section III herein, including the applicant's academic achievement, sportsmanship, teamwork, leadership, and participation in the Pen Argyl High School football program. The selection committee shall evaluate all applicants in accordance with these criteria when determining scholarship awards.

c. *Final Determination*

The recommendations by the Selection Committee shall be presented to the District for verification of eligibility and compliance with District policy and applicable law prior to the announcement and disbursement of the award.

d. *Recipients*

Unless otherwise determined by the Selection Committee, one recipient shall be selected annually.

V. **SCHOLARSHIP AWARD**

a. *Initial Award Amount*

The Scholarship shall initially be awarded in the amount of Five Hundred Dollars (\$500.00).

b. *Future Award Amount*

The award amount for future years may be increased, decreased, or otherwise modified based upon the following:

- i. Availability of Scholarship funds;
- ii. Amount of additional donations received;
- iii. Proceeds generated through fundraising activities; and
- iv. Any other financial considerations affecting the Scholarship Fund.

Any determination regarding the award amount shall be made in light of the Scholarship Fund's financial condition and its ability to support the Scholarship's intended purpose.

c. *Availability of Funding*

The Scholarship shall be awarded only when sufficient funds are available in the Scholarship Fund.

VI. **ADMINISTRATION OF AWARD**

a. *Disbursement*

The District shall determine the method of payment and disbursement consistent with its established procedures and applicable law.

b. *Annual Award*

The Scholarship is intended to be awarded annually, subject to the availability of funds.

c. *No Guarantee*

Nothing in this Agreement shall obligate the District to make an award in any year in which sufficient funds are unavailable or in which no eligible applicant is identified.

VII. DISTRICT RESPONSIBILITIES

The District shall:

- a. Maintain records relating to the Scholarship Fund;
- b. Receive and account for donations designated for the Scholarship;
- c. Verify recipient eligibility;
- d. Administer the Scholarship in accordance with Board policy and applicable law;
- e. Coordinate presentation of the Scholarship award at an appropriate school recognition event; and
- f. Maintain such records as may be required for auditing and reporting purposes.

VIII. MODIFICATION OF SCHOLARSHIP TERMS

a. *Modification Requirements*

If at any time the purpose, eligibility criteria, or administration of the Scholarship becomes impracticable, impossible, inconsistent with applicable law, or inconsistent with District policy, the District may modify the terms of this Agreement after reasonable consultation with representatives of the Donor.

Any modification shall preserve, as nearly as possible, the original intent of the Scholarship.

Any such modification must be memorialized in a written amendment executed by the Parties with the same formality as this Agreement.

IX. TERMINATION

a. *Termination Requirements*

In the event the Scholarship Fund is exhausted, and no additional funding is anticipated, either Party may terminate the Scholarship upon providing the other Party with at least thirty (30) days' prior written notice.

Upon termination, any remaining funds shall be used in a manner that most closely reflects the original purpose and intent of the Scholarship, subject to applicable law and Board approval.

X. GENERAL PROVISIONS

a. *Compliance with Law*

This Agreement shall be interpreted and administered in accordance with the laws of the Commonwealth of Pennsylvania.

b. *Entire Agreement*

This Agreement constitutes the entire understanding of the Parties regarding the Scholarship and supersedes any prior discussions or understandings relating thereto.

c. *Effective Date*

This Agreement shall become effective upon execution by the Parties and acceptance by the Pen Argyl Area School District Board of School Directors.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by the persons signing below, who warrant they have the authority to execute this Agreement.

FOR THE DONOR

FOR THE DISTRICT

By: 
(Authorized Signature)

By: _____
(Authorized Signature)

Title: Matthew Pietraszkiewicz
(Print name/Title)

Title: _____
(Print name/Title)

Date: 8/11/26

Date: _____

