Policy & Legislation Committee Meeting

Tuesday, November 3, 2026 8:00 AM
North Hills Administration Board Room, 135 Sixth Avenue, Pittsburgh, PA 15229

A. **OPENING OF MEETING - Ms. Kozera**

A.1. Call to Order

A.2. Committee Member Comments

A.3. Approval of the Minutes

NORTH HILLS SCHOOL DISTRICT
POLICY & LEGISLATION COMMITTEE MEETING
TUESDAY, SEPTEMBER 8, 2026
ADMINISTRATION BUILDING BOARD ROOM

Call to Order
The meeting was called to order by Ms. Kozera at 8:00 a.m.

Committee Members Present
Sandra Kozera, Allison Mathis and Ashley Stephens

Also Present
Dr. Pat Mannarino and Tammy Swanson

Committee Member Comments
None

Approval of Minutes
A motion was made by Ms. Kozera seconded by Mrs. Mathis, and unanimously passed to approve the minutes of the June 9, 2026 Policy & Legislation Committee Meeting.

Policy Management – Dr. Pat Mannarino
Dr. Mannarino reviewed the August PSBA PNN Policy Updates and presented revisions to Policies 102 – Academic Standards and 802 – School Calendar, along with new Policy 204.1 – Virtual Attendance and Wellness Checks. Policy 273 – Club Sports was revised to address upcoming district needs.

A motion was made by Ms. Kozera, seconded by Mrs. Stephens, and unanimously passed to add the Policy Items below to the September 17, 2026, Legislative Meeting agenda for a first reading.

102 – Academic Standards – Revision
204.1 – Virtual Attendance and Wellness Checks – New
273 – Club Sports – Revision
803 – School Calendar - Revision

The committee further discussed Policy 873 – Employee Service Awards and agreed to revise the policy for a first reading at the October 1, 2026, Committee Meeting with Action.

State and Federal Legislation Advocacy:

Mrs. Mathis provided a legislative update on state education legislation.

- **HB 1814 – Cell Phone Ban:** This bill, which would require schools to prohibit student cell phone use throughout the school day, passed the House. PSBA supports local control over cell phone policies.

- **HB 1919:** Mrs. Mathis reported that the bill, providing up to one year of full salary and benefits for employees injured by a student or parent, passed the House Education Committee. PSBA opposes the bill due to concerns regarding employer oversight and extended employee leave.

Ashley Stephens provided a federal legislative update regarding recent vaccination recommendations and proposed federal legislation.

- An August 10, 2026 Executive Order regarding vaccinations was reviewed. The order recommends immunizations for children against 11 diseases, including measles, mumps, rubella, diphtheria, tetanus, pertussis, polio, Hib, pneumococcal disease, HPV, and varicella. The order removes COVID-19, influenza, rotavirus, Hepatitis A and B, RSV, and bacterial meningitis from the recommended list.
- An update was also provided on S. 3589, the Respond, Innovate, Succeed, and Empower (RISE) Act. The legislation was advanced to the full Senate for consideration on July 30, 2026. The bill would amend the Higher Education Act of 1965 to allow colleges to accept existing disability documentation, such as an IEP, 504 plan, professional evaluation, or military record, as sufficient documentation for accommodations without requiring additional costly testing.

Public Comments
None

Adjournment
Announcement:
The next Policy & Legislation Committee meeting is scheduled for November 3, 2026 at 8:00 a.m. in the Board Room at the Administration Building.

The meeting adjourned at 8:19 a.m.

Tammy R. Swanson, School Board Secretary

B. **POLICY MANAGEMENT - Dr. Mannarino**

B.1. Policy Report

B.2. Policies Reviewed - No Revisions Necessary

Policy 249 — Bullying/Cyberbullying

Printed 10/30/2026

Policy Number	249
Title	Bullying/Cyberbullying
Adopted	2/16/2009
Revised	6/13/2025
Last Reviewed	6/13/2025
Version	v1 · 10/30/2026 · DRAFT

Bullying/Cyberbullying

Purpose

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

Definitions

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

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

Bullying, as defined in this policy, includes cyberbullying.

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

Authority

The Board prohibits all forms of bullying by district students.

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

Students are encouraged to use the district's online bullying reporting tool, Safe2Say, or to put the complaint in writing; however, oral complaints shall be accepted and documented. The person accepting the complaint shall handle the report objectively, neutrally and professionally, setting aside personal biases that might favor or disfavor the student filing the complaint or those accused of a violation of this policy.

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

Discrimination/Discriminatory Harassment

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

Confidentiality

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

Retaliation

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

Delegation of Responsibility

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

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

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

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

District administration shall annually provide the following information with the Safe School Report:

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

The Code of Student Conduct, which shall contain this policy, shall be disseminated annually to students.

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

Each staff member shall be responsible to maintain an educational environment free from bullying. Staff members who observe or become aware of an act of bullying shall take immediate, appropriate steps to intervene unless intervention would be a threat to staff members' safety. If a staff member believes that his/her intervention has not resolved the matter, or if the bullying persists, s/he shall report the bullying to the school principal for further investigation.

A student shall report a complaint of bullying to the school principal or a school district employee, who shall inform the student of his/her rights and of the complaint process.

The school principal or designee shall immediately conduct an impartial, thorough and confidential investigation of the alleged bullying behavior, which should include interviewing the bully and the potential victim. This investigation may also include interviews with students, parents/guardians, and school staff; review of school records; and any other appropriate means of investigation. Since harassment and bullying are closely related types of behavior, if it is determined that, as per Board Policy 247.1 and 247.2, the student is being harassed rather than bullied; the investigation and other applicable procedures should proceed within the framework of Board Policy No. 247.1 and 247.2.

Education

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

Consequences for Violations

A student who violates this policy shall be subject to appropriate disciplinary action consistent with the Code of Student Conduct, which may include

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

Disciplinary action shall include appropriate intervention(s), restoration of a positive climate, and support for victims and others impacted by the violation. False reports or retaliation for harassment, intimidation or bullying also constitutes violations of this policy.

This policy is not intended to prohibit expression of religious, philosophical, or political views, provided that the expression does not substantially disrupt the education environment. Many behaviors that do not rise to the level of harassment, intimidation, or bullying may still be prohibited by other district policies or building, classroom, or program rules.

B.3. Policy 209.3 - Pediculosis (Head Lice) - Revision

BOARD POLICY

209.3 Pediculosis (Head Lice)

POLICY NUMBER	ADOPTED	REVISED	VERSION
209.3	3/15/1993	6/13/2025	v2
DOCUMENT STATUS	**WORKFLOW**	**PRINTED**	
UNDER-REVIEW	Pending Board Review	10/13/2026	

Proposed addition Proposed deletion

Purpose

The Board is committed to maintaining a healthy environment for students and staff.

Pediculosis (head lice) - Concern, anxiety, and disruption of school schedules make it necessary to outline a policy that will prevent an infestation (that is a nuisance rather than a disease condition) from reaching epidemic proportions.

Procedure

It is advised that the following procedures be used:

1. It is the responsibility of the parent or guardian to notify the school nurse when there is an actual or suspected case of (head) lice in the home. It is the responsibility of the parent or guardian to check their child if head lice is suspected or found.

2. The Certified School Nurse or the Licensed Practical Nurse will verify the infestation and examine all contacts as necessary. Classroom or school-wide screening and notification is not merited or recommended.

3. When pediculosis (head lice) is found, the school nurse shall contact the parent and provide educational materials concerning treatment and environmental control. The student will be sent home for treatment.

~~4. Infested students (and/or staff) shall be excluded from school until treatment has been performed Following treatment, the student will be reexamined by the school nurse prior to readmission to school. Students will be allowed to return to school when the school nurse has deemed the treatment effective.~~

4. The student will be reexamined by the school nurse the following day to evaluate treatment. If the nurse feels treatment has been ineffective, the nurse will contact the parent by the end of the day. The student does not need to be excluded from school.

5. If treatment has been ineffective, the school nurse or designee will contact the parent to review procedures and the student may be sent back home for further treatment.

B.4. 873 - Employee Service Award - Revision

BOARD POLICY

873 Employee Service Award

POLICY NUMBER	ADOPTED	REVISED	VERSION
873	1/24/1994	6/13/2025	v2
DOCUMENT STATUS	**WORKFLOW**	**PRINTED**	
UNDER-REVIEW	Pending Board Review	10/13/2026	

Proposed addition Proposed deletion

The Board is cognizant and appreciative of the dedication of employees as reflected in both the quality and length of service to the school community. The stability and productivity of any organization is due in large measure to the long and loyal service of its members. The Board wishes to acknowledge such dedication and loyalty.

It shall be the policy of this Board to provide a service emblem to each employee with ~~at least~~ 10 years of service.~~:~~

Certificates of service shall
~~such emblem to~~ be awarded at service plateaus of ~~10~~, 15, 20, 25, 30 and 35 years.

B.5. A motion to add Policy & Legislation Items to the Committee Meeting with Action Board Meeting

C. **STATE & FEDERAL LEGISLATION ADVOCACY - Ms. Kozera**

C.1. State Legislation Report - Mrs. Mathis

C.2. Federal Legislation Report - Mrs. Stephens

D. **MEETING CLOSING - Ms. Kozera**

D.1. Public Comment

E. **ADJOURNMENT - Ms. Kozera**

E.1. Adjournment