Agenda of Interim Board Meeting

The Board of Trustees
School District of Springfield Township

A Interim Board Meeting of the Board of Trustees of School District of Springfield Township will be held Tuesday, October 6, 2026, beginning at 7:00 PM Eastern Springfield Township High School Library
1801 E. Paper Mill Road
Erdenheim, PA 19038.

1 **OPENING ACTIVITIES**

1 A. Welcome from Board President

1 B. Pledge of Allegiance

1 C. Reading of the Mission Statement
Public Content: The Mission of the School District of Springfield Township is to: Educate and develop all students as learners and citizens who are high-achieving, resilient and responsible in a changing global community.

1 D. Roll Call
Public Content:

Director	Attendance
Lee Abberley	
Ilene Bell	
Gerard Brett	
KD Davenport	
Neil DiFranco	
Sean Jordan	
Kate McGranaghan	
Michael Needleman, Vice President	
Jeff Bedard, President	

1 E. Annoucements

2 **REPORTS AND INFORMATION**

2 A. Finance Committee Meeting Report

2 B. Policy Committee Meeting Report

3 **ADMINISTRATIVE REPORT**

3 A. Superintendent Report

3 B. PUBLIC COMMENTS ON AGENDA ITEMS

3 B.1. Guidelines for Public Comments

Public Content:

Note: Excerpt from Policy No. 903, Public Participation in Board Meetings.
"The public comment session at the beginning of the meeting shall be limited to not more than thirty (30) minutes.
The second public comment period shall be limited to not more than thirty (30) minutes.
Each statement made by a participant shall be limited to three (3) minutes.
Commenters may not cede their time to other individuals.
No individual may speak more than once on the same topic, in either public comment session, unless all others who wish to speak on that topic have been heard and there is time remaining in the public comment period.
All statements shall be directed to the presiding officer; no participant may address or question school directors individually."

4 HUMAN RESOURCES — PERSONNEL AND HR CONTRACTS

4 A. Personnel

Recommended Motion(s):

The Board of School Directors approves the following personnel as presented in the attachment:. This motion, made by Board Member #1 and seconded by Board Member #2, Carried.

4 B. STEA Memorandum of Agreement

Recommended Motion(s):

The Board of School Directors approves the attached Memorandum of Agreement between the School District of Springfield Township and the Springfield Township Education Association in reference to inclement weather days in the 2026-2027 school year. This motion, made by Board Member #1 and seconded by Board Member #2, Carried.

4 C. STESPA Memorandum of Agreement

Recommended Motion(s):

The Board of School Directors approves the attached Memorandum of Agreement between the School District of Springfield Township and the Springfield Township Education Support Personnel Association in reference to inclement weather days in the 2026-2027 school year. This motion, made by Board Member #1 and seconded by Board Member #2, Carried.

5 ACADEMIC AFFAIRS

5 A. Overnight Field Trip - PA State Board Meeting

Recommended Motion(s):

The Board of School Directors approves the overnight trip for a student and chaperone to attend the The Pennsylvania State Board Meeting at Penn Manor High School in Millersville, PA, September 25 - September 26, 2026. There is no cost for participating student or chaperone. This motion, made by Board Member #1 and seconded by Board Member #2, Carried.

5 B. Overnight Trip - PA State Thespian Festival

Recommended Motion(s):
The Board of School Directors approves the Thespian Troupe 1154 overnight trip to Altoona, PA, December 4 - December 6, 2026 to the Pennsylvania State Thespian Festival. The cost of the trip for participating students is approximately $300.00 and will be paid by students/families and subsidized as needed by the optional fundraising efforts. This motion, made by Board Member #1 and seconded by Board Member #2, Carried.

5 C. Overnight Trip - Boys Baseball Spring Training
Recommended Motion(s):
The Board of School Directors approves the High School Boys Baseball Team overnight trip to Myrtle Beach, SC, March 20 - March 25, 2027 to Baseball Spring Training at The Ripken Experience. The cost of the trip for participating athletes is approximately $600.00 and will be paid by students/families and subsidized as needed by the Baseball Booster Club. This motion, made by Board Member #1 and seconded by Board Member #2, Carried.

5 D. Conferences
Public Content: The attached conferences have been approved for staff of the district in accordance with district policies and procedures.

5 E. Field Trips
Public Content:
The attached field trips have been approved for students of the district in accordance with district policies and procedures.

6 **FINANCE**

7 **POLICY**
Public Content:

Single Reading:
- 102. Academic Standards
- 105. Curriculum
- 209. Health Examinations/Screenings
- 237. Electronic Devices
- 246. School Wellness
- 249. Bullying/Cyberbullying
- 325. Staff Dress and Grooming
- 704. Maintenance
- 803. School Calendar
- 805.2. School Safety Personnel

First Reading:
- 204.1. Virtual Attendance and Wellness Checks - NEW
- 815.4. Vendor Acceptable Use - NEW

Recommended Motion(s):
The Board of School Directors approves the single reading of policies as listed. This

motion, made by Board Member #1 and seconded by Board Member #2, Carried.
The Board of School Directors approves the first reading of the policies as listed. This motion, made by Board Member #1 and seconded by Board Member #2, Carried.

8 **PROPERTY**

9 **PUBLIC COMMENTS FOR NON-AGENDA ITEMS**

9 A. Guidelines for Comments on Non-Agenda Items
Public Content:
Note: Excerpt from Policy No. 903, Public Participation in Board Meetings.
"The public comment session at the beginning of the meeting shall be limited to not more than thirty (30) minutes.
The second public comment period shall be limited to not more than thirty (30) minutes.
Each statement made by a participant shall be limited to three (3) minutes.
Commenters may not cede their time to other individuals.
No individual may speak more than once on the same topic, in either public comment session, unless all others who wish to speak on that topic have been heard and there is time remaining in the public comment period.
All statements shall be directed to the presiding officer; no participant may address or question school directors individually."

10 **FUTURE MEETING DATES**

10 A. Future Board Meeting Dates
Public Content:

- **Regular Board Meeting -** ***Tuesday, October 20, 2026*** **(Hybrid)**
- **Interim Board Meeting -** ***Monday, November 2, 2026*** **(Hybrid) - Tentative**

10 B. Future Committee Meeting Dates
Public Content:
Academic Affairs Committee Meeting - Tuesday, October 13th, 4:00 p.m. (Virtual)
Property Committee Meeting - Wednesday, October 21st, 4:00 p.m. (Virtual)
Finance Committee Meeting - Thursday, November 12th, 4:00 p.m. (Virtual)
Policy Committee Meeting - Monday, December 7th, 4:30 p.m. (Virtual)

11 **ADJOURNMENT**

11 A. Closing Statement

Personnel Agenda - October 6, 2026

EMPLOYMENT *All appointments are contingent upon meeting all statutory requirements

LAST NAME	FIRST NAME	GROUP	POSITION	SALARY	REPLACING	EFFECTIVE DATE
Green	Sahfia	Support	Instructional Assistant, Class C	$23.21 per hour	Arlisa Cottom	9/22/2026
Johnson	David	Support	Instructional Assistant, Class C	$23.21 per hour	New Position	9/28/2026
Villarreal	Brooke	Support	Instructional Assistant, Class C	$23.21 per hour	New Position	9/30/2026

RESIGNATIONS/RETIREMENTS/TERMINATIONS

LAST NAME	FIRST NAME	GROUP	POSITION	EFFECTIVE DATE	TYPE OF TERM	ORIGINAL DATE OF HIRE
Bridge	Nathan	Professional	Teacher	9/18/2026	Resignation	8/24/2026
Lawler	Barbara	Support	Instructional Assistant	4/15/2027	Retirement	8/30/2000
Dennis	Meghan	Administrator	Director of Student Services	10/23/2026	Resignation	6/23/2023

LEAVE OF ABSENCE

LAST NAME	FIRST NAME	GROUP	POSITION	EFFECTIVE DATES
Thornton	Marlene	Professional	Teacher	9/1/2026-10/6/2026
Wood	Cynthia	Professional	Teacher	8/24/2026-6/14/2027
Rubenstein	Cynthia	Support	Instructional Assistant	10/6/2026-11/3/2026
Faunce	Christopher	Support	School Bus Driver	11/6/2026-11/20/2026

ADDITIONAL TIME

LAST NAME	FIRST NAME	GROUP	POSITION	SALARY	REPLACING	EFFECTIVE DATE
Smith	Malik	Temporary	Part-time Instructional Assistant-Soccer	$23.92 per hour as needed	New Position	9/14/2026-10/30/2026
Richter	Brittany	Temporary	Part-time Instructional Assistant-Soccer	$24.39 per hour as needed	New Position	9/14/2026-10/30/2026
Wilson	Lia	Temporary	Part-time Instructional Assistant-Speeder Kids	$23.44 per hour as needed	New Position	9/17/2026-10/22/2026
Walter	Natalie	Temporary	Part-time Instructional Assistant-Music Ensembles	$24.16 per hour as needed	New Position	9/22/2026-6/10/2027
Skarbek	Maryellen	Temporary	Part-time Instructional Assistant-Music Ensembles	$23.44 per hour as needed	New Position	9/22/2026-6/10/2027
Sweeney	Corrie	Temporary	Part-time Instructional Assistant-Music Ensembles	$25.11 per hour as needed	New Position	9/22/2026-6/10/2027
Johnston	Michelle	Temporary	Part-time Instructional Assistant-Music Ensembles	$23.44 per hour as needed	New Position	9/22/2026-6/10/2027
Hay	Melanie	Temporary	Part-time Instructional Assistant-Music Ensembles	$23.92 per hour as needed	New Position	9/22/2026-6/10/2027
Thompson	Jacqueline	Temporary	Part-time Nurse-Music Ensembles	$33.25 per hour as needed	New Position	9/22/2026-6/10/2027
Hood	Danielle	Temporary	Part-time Instructional Assistant-Drama	$23.21 per hour as needed	New Position	9/16/2026-6/10/2027
Sheehan	Amanda	Temporary	Part-time Instructional Assistant-Drama	$23.21 per hour as needed	New Position	9/16/2026-6/10/2027
Rubenstein	Cynthia	Temporary	Part-time Instructional Assistant- YAG	$24.63 per hour as needed	New Position	9/30/2026-6/10/2027
Ratka	Michelle	Temporary	Part-time Instructional Assistant-Drama	$24.16 per hour as needed	New Position	9/30/2026-11/15/2026
Wadas	Ellen	Temporary	Part-time Instructional Assistant-Drama	$25.34 per hour as needed	New Position	9/30/2026-11/15/2026
Thomas	Rysheeda	Temporary	Part-time Instructional Assistant- Fitness Club	$23.44 per hour as needed	New Position	10/6/2026-6/10/2027

CHANGE OF STATUS

LAST NAME	FIRST NAME	GROUP	POSITION FROM	SALARY FROM	GROUP	POSITION TO	SALARY TO	REPLACING	EFFECTIVE DATE
Gendron	Benjamin	Support	Instructional Assistant, Class C	$23.68 per hour	Professional	Teacher	$57,074.00 (Bachelor's; Step 0) prorated	Quyntyn Gaston	9/29/2026
Ellis	Venice	Support	Non-Instructional Assistant (Bus Monitor), Class D	$19.33 per hour	Support	Non-Instructional Assistant (Bus Monitor)/Non-Instructional Aide (Recess Aide), Class C	$19.33 per hour & $18.33 per hour	Leah Jackson	9/22/2026
Schrage	Nicolle	Administrator	Special Education Supervisor	$135,440.49 prorated	Administrator	Substitute Director of Student Services	$155,000.00 prorated	Dr. Meghan Dennis	10/26/2026
Ellis	Venice	Support	Non-Instructional Aide (Bus Monitor)/Non-Instructional Assistant (Recess Aide), Class C	$19.33 per hour & $18.33 per hour	Support	Non-Instructional Assistant (Bus Monitor), Class D	$19.33 per hour		10/5/2026

EXTRA PAY RESPONSIBILITIES *All salaries are in accordance with the terms and conditions of the Collective Bargaining Agreement

LAST NAME	FIRST NAME	STATUS	SEASON/DATE	POSITION	BUILDING
Photiades	Christina	Employment	Year 2026-2027	Yearbook Advisor (1/2)	MS
Laign	Natalie	Employment	Year 2026-2027	Yearbook Advisor (1/2)	MS
Boghicev	Francisc	Employment	Fall 2026-2027	Soccer, 8th Grade Coach-Boys (1/2)	MS
Hontz	Gavin	Employment	Fall 2026-2027	Soccer, 8th Grade Coach-Boys (1/2)	MS
Bunting	Evan	Employment	Fall 2026-2027	Soccer, 7th Grade Coach -Boys	MS

CHANGE IN DEGREE STATUS

LAST NAME	FIRST NAME	EFFECTIVE DATE	SALARY FROM	DEGREE; STEP FROM	SALARY TO	DEGREE; STEP TO
Lesmeister	Lauren	8/24/2026	$73,685.00	Master's; Step 5	$80,702.00	Master's + 30; Step 5

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement ("Agreement") is entered into by and between the School District of Springfield Township, Montgomery County, Pennsylvania (the "District") and the Springfield Township Education Association ("STEA") (collectively, the "Parties").

RECITALS:

WHEREAS, the Parties are signatories to a Collective Bargaining Agreement in effect through June 30, 2027 (the "CBA");

WHEREAS, Section 501 (Work Year) of the CBA provides that the regular work year for teachers shall be one hundred ninety-one (191) days for the term of the CBA and that the District will consult with STEA prior to making decisions about inclement weather make-up days;

WHEREAS, the Parties wish to set forth their agreement regarding the handling of inclement weather days and related professional responsibilities during the 2026-2027 school year, consistent with applicable law, including the Pennsylvania Public School Code (24 P.S. § 15-1501 et seq.), Act 64 of 2023, Section 1154 of the Public School Code regarding emergency school closures, any Pennsylvania Department of Education ("PDE") requirements governing Flexible Instructional Days ("FIDs"), and the requirement that the District provide, within the school year, either a minimum of one hundred eighty (180) days of instruction or, in the alternative, nine hundred (900) hours of instruction at the elementary level or nine hundred ninety (990) hours of instruction at the secondary level, in accordance with Section 133 of the Pennsylvania School Code (24 P.S. § 1-133); and

WHEREAS, the Parties recognize the importance of ensuring compliance with all applicable federal and state laws, including the Family Educational Rights and Privacy Act ("FERPA"), the Americans with Disabilities Act ("ADA"), Section 504 of the Rehabilitation Act, and the Pennsylvania Public Employe Relations Act (Act 195 of 1970).

NOW, THEREFORE, in consideration of the mutual promises set forth herein and intending to be legally bound, the Parties agree as follows:

1. **2026-2027 Inclement Weather Framework; District Discretion.** For the 2026-2027 school year, the District retains sole and exclusive discretion to determine when inclement weather or other emergency conditions warrant closure or delayed opening of schools. When an inclement weather day is called, the first two (2) such days will be designated as closure days for students. Beyond the first two (2) inclement weather days, the District may utilize up to five (5) Flexible Instructional Days, as approved by PDE pursuant to Act 64 of 2023 and as utilized in prior years, subject to applicable law and regulation, including but not limited to the requirement that the District provide, within the school year, either a minimum one hundred eighty (180) instructional days of instruction or, in the alternative, nine hundred (900) hours of instruction at the elementary level or nine hundred ninety (990) hours of instruction at the secondary level, in accordance with Section 133 of the Pennsylvania School Code (24 P.S. § 1-133). In the

event of extreme weather conditions that result in more than seven (7) days of closure, the District calendar may be extended to include additional in-person instructional days on which staff shall be required to report and work in person.

2. **Communication Protocol.** The District shall notify STEA bargaining unit members of inclement weather closures as early as practicable through the District's established communication channels, which may include automated notification systems, email, District website postings, and local media outlets. Employees are responsible for monitoring such communication channels. The District shall endeavor to provide notification by 6:00 a.m. on the day of closure; however, the Parties acknowledge that weather conditions may necessitate later notification.

3. **Employee Work Status on First Two Inclement Weather Days.** Notwithstanding student closure, the first two (2) inclement weather days shall be considered workdays for STEA bargaining unit members, counting toward the 191-day work year under Section 501 of the CBA without additional make-up obligations for employees who meet the expectations set forth herein. Compensation and benefits for such days shall remain unchanged and consistent with the CBA.

4. **Nature of Work; Asynchronous Professional Responsibilities.** On the first two (2) inclement weather days, STEA bargaining unit members will perform asynchronous professional responsibilities aligned with their assignments and the District's professional goals. The administration will provide a non-exhaustive list of appropriate activities (which may be amended as appropriate by administration) to guide work on these days. Such activities may include, by way of example, lesson planning and curricular alignment, grading and feedback, development of instructional materials, professional learning modules, student and family communication planning, and other duties reasonably related to professional practice. No live instruction or student-facing synchronous services are required on these two days unless otherwise mutually agreed for particular programs or assignments. All professional employees shall remain subject to the Code of Professional Practice and Conduct for educators (22 Pa. Code Chapter 235) during remote work performed under this Agreement.

5. **Workday Parameters and Availability.** Employees are expected to perform a normal workday's worth of professional responsibilities on each of the first two inclement weather days. Employees will have flexibility to complete work asynchronously during the day; however, employees should remain reasonably available by email during core hours established by the District for the day. Employees who lack access to necessary materials or technology due to the weather event will promptly notify administration and may be assigned alternative appropriate professional tasks that do not require such access.

6. **Documentation of Work.** By 5:00 p.m. on each inclement weather workday (or by the end of the next business day if technological difficulties prevent timely submission), employees will submit the administrative attestation form designated by the District, describing the professional tasks completed and approximate time spent. The form shall be limited to a reasonable description of activities and time spent and will not be used for evaluative purposes except for compliance with the expectations of this Agreement. The

form may be updated by the District as needed, provided it remains reasonable and non-burdensome. Failure to submit the attestation form within the required timeframe without prior notification to administration may result in the day being charged to an appropriate leave bank, consistent with the CBA.

7. **Inability to Perform; Leave Options; Accommodations.** Employees who are unable to perform the required professional responsibilities on either of the first two inclement weather days due to illness, emergency, lack of childcare, power or internet outage, or other legitimate reason may submit an appropriate absence request under the CBA and applicable law. The District will provide reasonable accommodations for employees with disabilities in accordance with the Americans with Disabilities Act, Section 504 of the Rehabilitation Act, and applicable Pennsylvania law. Requests for accommodation should be directed to the Director of Human Resources. Employees experiencing weather-related technological failure will not be penalized and will either be provided alternative professional tasks or may utilize leave if no alternative work is feasible.

8. **Student Data Privacy and Confidentiality.** Employees performing remote professional work that involves access to student records or personally identifiable student information shall comply with the Family Educational Rights and Privacy Act (20 U.S.C. § 1232g; 34 C.F.R. Part 99) and all applicable District policies regarding the use, storage, transmission, and safeguarding of student data. Remote access to student information shall be conducted only through District-approved platforms and secure networks. Employees shall not store student records on personal devices or transmit student information through unsecured channels.

9. **Flexible Instructional Days After First Two Days.** For inclement weather days beyond the first two (2) days, the District may implement Flexible Instructional Days up to the PDE-approved maximum, consistent with Act 64 of 2023 and applicable PDE guidance. When an FID is used, employees will follow the District's FID plan and expectations consistent with PDE guidance and past practice, except as otherwise agreed by the Parties. The District's use of FIDs shall comply with all applicable requirements of the Pennsylvania Public School Code, including Section 133, which requires the District to provide, within the school year, either a minimum one hundred eighty (180) days of instruction or, in the alternative, nine hundred (900) hours of instruction at the elementary level or nine hundred ninety (990) hours of instructional at the secondary level.

10. **No Precedent; Limited Scope.** This Agreement applies only to the 2026-2027 school year and only to the matters expressly addressed herein. It is entered into without prejudice to either Party's position on any issue and shall not constitute a binding past practice, precedent, or bargaining history for future years, future negotiations, or any other scenario. Neither Party may cite this Agreement in any subsequent proceeding, grievance, arbitration, or negotiation as evidence of past practice or agreement on any subject other than the enforcement of its own terms for the 2026-2027 school year. The District does not guarantee that the same or any similar approach will be used in future years.

11. **Preservation of Rights; No Modification Beyond Express Terms.** Except as expressly set forth herein, this Agreement does not alter, waive, or modify any provision of the

CBA or the Parties' statutory rights, including but not limited to management rights under the CBA and the Association's rights under the Pennsylvania Public Employe Relations Act (Act 195 of 1970, 43 P.S. §§ 1101.101–1101.2301). To the extent of any conflict between this Agreement and the CBA, this Agreement shall control solely with respect to the subjects addressed herein for the 2026-2027 school year.

12. **Severability.** If any provision of this Agreement is found to be invalid or unenforceable by a court or administrative agency of competent jurisdiction, such provision shall be severed and the remainder of this Agreement shall remain in full force and effect. The Parties shall promptly confer in good faith to address the affected provision in a manner consistent with the purposes of this Agreement.

13. **Entire Agreement; Consultation.** This Agreement constitutes the entire agreement of the Parties with respect to the subject matter addressed herein and supersedes any prior negotiations or understandings on such subject matter. The Parties acknowledge that the consultation requirement referenced in Section 501 of the CBA has been satisfied by the discussions leading to this Agreement.

14. **Effective Date; Execution.** This Agreement shall become effective upon ratification by the Board of School Directors of the District and by STEA and shall remain in effect solely for the 2026-2027 school year, unless extended or modified by mutual written agreement of the Parties.

IN WITNESS WHEREOF, the Parties have caused this Memorandum of Agreement to be executed by their duly authorized representatives on this _____ day of _____, 2026.

SCHOOL DISTRICT OF SPRINGFIELD TOWNSHIP

Attest: _____

Cara Green, Board Secretary

By: _____

Jeffrey Bedard, Board President

SPRINGFIELD TOWNSHIP EDUCATION ASSOCIATION

Attest: _____

Association Secretary

By: _____

Association President

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement ("Agreement") is entered into by and between the School District of Springfield Township, Montgomery County, Pennsylvania ("District"), and the Springfield Township Educational Support Personnel Association ("STESPA," and together with the District, the "Parties").

RECITALS:

WHEREAS, the Parties are signatories to a Collective Bargaining Agreement effective through June 30, 2029 ("CBA");

WHEREAS, the CBA, Section XIII, Miscellaneous Provisions, subsection C, Inclement Weather, addresses the treatment of employee classifications when weather conditions or other emergencies necessitate District closure. Without modifying the CBA, the Parties acknowledge that, in summary and for convenience only: Class A and B employees do not lose salary or wages on an inclement weather day; essential personnel are available to work and receive compensatory time off for hours worked on the first and second inclement weather days; Class C and D employees are paid on the first inclement weather day only; and beyond the first full inclement weather day, Class C and D employees historically may not have been scheduled to work when classes are canceled and were not paid for those days but may have been required to work on a make-up day with pay on that make-up day;

WHEREAS, the District intends to manage operations during inclement weather in a manner consistent with the CBA, applicable law—including the Pennsylvania Public School Code (24 P.S. § 15-1501 et seq.), the Fair Labor Standards Act (29 U.S.C. § 201 et seq.), the Pennsylvania Minimum Wage Act (43 P.S. §§ 333.101–333.115), the Pennsylvania Workers' Compensation Act (77 P.S. §§ 1–1041.4), the Family Educational Rights and Privacy Act (20 U.S.C. § 1232g), and the Pennsylvania Public Employe Relations Act (Act 195 of 1970, 43 P.S. §§ 1101.101–1101.2301)—and approved Flexible Instructional Days, while ensuring clarity regarding work expectations and compensation for the 2026-2027 school year.

NOW, THEREFORE, in consideration of the mutual promises set forth herein and intending to be legally bound, the Parties agree as follows:

1. **Definitions and Construction.** For purposes of this Agreement, capitalized terms not defined herein have the meanings ascribed to them in the CBA. "Inclement Weather Day" refers to a day on which the District is closed due to weather or other emergency conditions. "Essential personnel" has the meaning assigned under the CBA and District designation. Nothing in these Recitals or Definitions modifies the CBA except as expressly provided in this Agreement for the limited 2026-2027 term described below.

2. **District Discretion; Communication Protocol.** The District retains sole and exclusive discretion to determine when inclement weather or other emergency conditions warrant closure, delay, or early dismissal of schools and to designate essential personnel required to report. The District shall notify STESPA bargaining unit members of inclement weather closures as early as practicable through the District's established communication

channels, which may include automated notification systems, email, District website postings, and local media outlets. Employees are responsible for monitoring such communication channels. The District shall endeavor to provide notification by 6:00 a.m. on the day of closure; however, the Parties acknowledge that weather conditions may necessitate later notification.

3. **First Inclement Weather Day (2026-2027 School Year).** For the 2026-2027 school year, on the first Inclement Weather Day called by the District, there are no changes to the Parties' rights and obligations under the CBA. The status quo under the CBA remains in full force and effect for all classifications, including the treatment of essential personnel.

4. **Second Inclement Weather Day: Class A and B (2026-2027 School Year).** For the 2026-2027 school year, on the second Inclement Weather Day called by the District, there are no changes for Class A and B employees. Their compensation and expectations remain as set forth in the CBA.

5. **Second Inclement Weather Day: Class C and D (2026-2027 School Year).** For the 2026-2027 school year only, the second Inclement Weather Day will be treated as a scheduled workday for employees in Class C and D. To support continuity of operations and student services, the District will assign remote or otherwise appropriate duties that are reasonably related to each employee's classification and training. The District shall provide written notice of specific remote work assignments, including a description of assigned tasks, submission requirements, and applicable deadlines, by no later than 10:00 a.m. on the day of closure (or as soon as practicable if the closure decision is made after that time). Consistent with the CBA and applicable law, Class C and D employees may elect one of the following options for the second Inclement Weather Day:

    a. Employees may perform assigned work remotely or otherwise as directed by the District, up to their regularly scheduled hours, and will be compensated for verified hours worked at their regular rate, subject to overtime rules and pre-approval requirements under the Fair Labor Standards Act (29 U.S.C. § 201 et seq.) and the Pennsylvania Minimum Wage Act (43 P.S. §§ 333.101–333.115). The District will provide instructions and a reasonable means for submission of proof of work performed and timekeeping certification. Time worked on the second Inclement Weather Day will be recorded as hours worked for all wage and hour purposes and is subject to District timekeeping policies. Employees must accurately record all time worked, including start and stop times, and must not perform work outside of approved hours. Overtime or additional hours beyond an employee's regularly scheduled hours must be expressly pre-approved in writing by the employee's immediate supervisor or designee. Any overtime worked without prior written authorization may be subject to disciplinary action, notwithstanding the District's obligation to compensate for all hours actually worked.

    b. Alternatively, employees may request to use an available paid leave day from an appropriate leave bank, consistent with CBA eligibility and availability,

including, by way of example, a personal day. Approval remains subject to the CBA and District policy.

c. Alternatively, employees may request an unpaid leave day, which will be coded as leave without pay in accordance with the CBA and District policy.

d. Employees who do not submit a leave request and who do not perform and timely submit verification of assigned work by the close of business (5:00 p.m.) on the day of the Inclement Weather Day (or by the end of the next business day if technological difficulties prevent timely submission) will be treated as having elected unpaid leave for that day. The District will provide reasonable notice of available assignments, submission requirements, and deadlines. The Parties recognize that assignments must be completed consistent with District directives, secure platforms, and applicable privacy, confidentiality, safety, and technology-use policies. The District will make reasonable efforts to provide access to necessary systems and supports to facilitate remote assignments. Employees are responsible for accurate time reporting and compliance with all applicable policies.

6. **Essential Personnel on First and Second Inclement Weather Days.** Essential personnel will remain available to work on the first and second Inclement Weather Days as designated by the District, consistent with the CBA and applicable law. Essential personnel who perform work on those days will receive compensatory time off in accordance with the CBA for hours worked on the first and second Inclement Weather Days, consistent with the requirements of 29 U.S.C. § 207(o) governing compensatory time for public employees. The District will assign duties and schedule essential personnel as operationally required.

7. **Flexible Instructional Days; Calendar Extension.** Beyond the first and second Inclement Weather Days, the District may utilize up to five (5) Flexible Instructional Days, as authorized by the Commonwealth pursuant to Act 64 of 2023 and approved by the Pennsylvania Department of Education, in a manner consistent with applicable law, guidance, and the CBA. Nothing herein limits the District's discretion to implement Flexible Instructional Days or to determine the number of such days used, up to the authorized limit. In the event that weather-related closures exceed the combined total of the two (2) Inclement Weather Days and any Flexible Instructional Days utilized, the District reserves the right, consistent with the CBA, applicable law, and the Pennsylvania Public School Code, to extend the school calendar to include additional workdays. Employees will be notified as soon as practicable and will be compensated in accordance with the CBA for any such additional workdays.

8. **Relationship to CBA; Supremacy; No Precedent.** Except as expressly set forth in Sections 2 through 7 for the limited 2026-2027 school year, the CBA remains in full force and effect without modification. To the extent of any direct conflict between the CBA and this Agreement concerning the treatment of the first and second Inclement Weather Days during the 2026-2027 school year for Class C and D employees, this Agreement will control for that year and topic only. This Agreement is without prejudice to either Party's rights or positions and will not be cited as past practice, precedent,

bargaining history, or evidence of agreement in any subsequent school year, negotiation, proceeding, grievance, or arbitration, except to enforce its own terms for the 2026-2027 school year. The District does not guarantee that the same or any similar approach will be used in future years.

9. **Management Rights; Reservation of Rights.** The District retains all management rights afforded by the CBA and applicable law, including the right to determine when and whether to close, delay, or dismiss schools; to designate essential personnel; to assign work; and to determine methods and means of operations, subject to the CBA and applicable law. STESPA reserves all rights under the Pennsylvania Public Employe Relations Act (Act 195 of 1970, 43 P.S. §§ 1101.101–1101.2301) and the CBA not expressly waived herein. Nothing in this Agreement waives statutory or contractual rights except as explicitly stated.

10. **Wage and Hour Compliance; Timekeeping.** All work performed under this Agreement will be recorded in accordance with District timekeeping policies and applicable wage and hour law, including the Fair Labor Standards Act and the Pennsylvania Minimum Wage Act. Employees must submit required certifications and proofs of work as a condition of receiving compensation for remote assignments. Overtime and additional hours require prior written approval from the employee's immediate supervisor or designee. Compensatory time, where applicable, will be provided as permitted by the CBA, applicable law, and 29 U.S.C. § 207(o). The District shall maintain accurate records of all hours worked, including remote work hours, consistent with applicable recordkeeping requirements.

11. **Technology, Safety, Confidentiality, and Student Data Privacy.** Employees performing remote or alternative assignments will comply with District technology-use, confidentiality, privacy, data security, and safety policies, as well as any training or instructions issued by the District. The District will provide reasonable notice of platforms and submission procedures. Employees who access student records or personally identifiable student information while performing remote work shall comply with the Family Educational Rights and Privacy Act (20 U.S.C. § 1232g; 34 C.F.R. Part 99) and all applicable District policies regarding the use, storage, transmission, and safeguarding of student data. Remote access to student information shall be conducted only through District-approved platforms and secure networks. Employees shall not store student records on personal devices or transmit student information through unsecured channels. Employees performing remote work remain covered by the Pennsylvania Workers' Compensation Act (77 P.S. §§ 1–1041.4) for injuries arising out of and in the course of employment. Employees shall designate a safe and appropriate workspace and promptly report any work-related injuries to their supervisor.

12. **Make-Up Days; Supersession of Prior Practices.** For the 2026-2027 school year, the Parties acknowledge that the treatment of the second Inclement Weather Day for Class C and D employees as a scheduled workday supersedes any prior or differing practice requiring unpaid status on that day with later paid service on a separate make-up day. Any future use of make-up days will be determined by the District consistent with the CBA and applicable law and is not affected by this Agreement beyond the 2026-2027 school year.

13. **Term; Entire Agreement on This Topic for 2026-2027.** This Agreement applies only to the 2026-2027 school year. It constitutes the Parties' entire agreement with respect to the treatment of the first and second Inclement Weather Days for that school year as described herein and to the District's use of Flexible Instructional Days as referenced herein. It may not be used to interpret or modify the CBA for any other purpose or period. Any amendment must be in a writing signed by both Parties.

14. **Severability.** If any provision of this Agreement is found unlawful or unenforceable, the remaining provisions will remain in full force and effect, and the Parties will promptly confer in good faith to address the affected provision in a manner consistent with the purposes of this Agreement.

15. **Grievance Procedure.** Disputes regarding the interpretation or application of this Agreement are subject to the grievance and arbitration procedures of the CBA, except where otherwise required by applicable law.

16. **Execution.** This Agreement is executed by the Parties as of the date of the last signature below.

IN WITNESS WHEREOF, the Parties have caused this Memorandum of Agreement to be executed by their duly authorized representatives on this _____ day of _____, 2026.

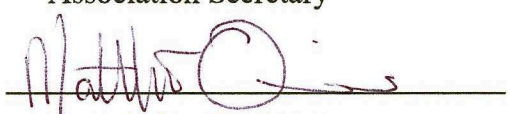
SCHOOL DISTRICT OF SPRINGFIELD TOWNSHIP

Attest: _____
Cara Green, Board Secretary

By: _____
Jeffrey Bedard, Board President

SPRINGFIELD TOWNSHIP EDUCATIONAL SUPPORT PERSONNEL ASSOCIATION

Attest: _____
Association Secretary

By: 
Association President

CONFERENCE
Board of School Director's Interim Meeting 10/6/2026

Name	Brandon Lutz	**Department/School Position**	Director of Technology
Conference	K-12 Leadership Summit	**Registration Fee**	$0
Date	9/15/2026	**Location**	White Plains, NY
Sponsor	Powerschool	**Transportation/Lodging Costs**	$202.16

Name	Kathleen Whittaker	**Department/School Position**	High School Computer Science Teacher
Conference	INFSCI Annual Teachers Meeting	**Registration Fee**	$0
Date	9/25/2026	**Location**	Pittsburgh, PA
Sponsor	University of Pittsburgh College in High School	**Transportation/Lodging/ Food Costs**	$670

Name	Bill Shearer	**Department/School Position**	High School Counselor
Conference	PHEAA Workshop for Educators	**Registration Fee**	$0
Date	10/01/2026	**Location**	Philadelphia, PA
Sponsor	Pennsylvania Higher Education Assistance Agency	**Transportation/Lodging/ Food Costs**	$0

Name	James Barraclough	**Department/School Position**	Enfield Elementary Math Specialist
Conference	Math Leadership Cohort: Rethinking Mathematics Intervention & Enrichment	**Registration Fee**	$0
Date	10/21/2026	**Location**	Norristown, PA
Sponsor	MCIU	**Transportation/Lodging/ Food Costs**	$88

Name	Matthew Barlow	**Department/School Position**	Middle School Band Instructor
Conference	PMEA D11 November Inservice	**Registration Fee**	$25
Date	11/03/2026	**Location**	Dresher, PA
Sponsor	PMEA	**Transportation/Lodging/ Food Costs**	$63

Name	Karen Kesavaramjam	**Department/School Position**	Enfield Elementary Music Teacher
Conference	PMEA D11 November Inservice	**Registration Fee**	$0 (free, presenting)
Date	11/03/2026	**Location**	Dresher, PA
Sponsor	PMEA	**Transportation/Lodging/ Food Costs**	$24

Name	Meghan Holman	**Department/School Position**	Middle School/High School Orchestra teacher
Conference	PMEA D11 November Inservice	**Registration Fee**	$25
Date	11/03/2026	**Location**	Dresher, PA
Sponsor	PMEA	**Transportation/Lodging/ Food Costs**	$12

Name	Chuck Gottesman	**Department/School Position**	High School Instrumental Teacher
Conference	PMEA D11 November Inservice	**Registration Fee**	$25
Date	11/03/2026	**Location**	Dresher, PA
Sponsor	PMEA	**Transportation/Lodging/ Food Costs**	$12

Name	Melissa Eife	**Department/School Position**	Middle School Health/Physical Education
Conference	2026 SHAPE PA Conference	**Registration Fee**	$300
Date	11/12/2026 and 11/13/2026	**Location**	Manheim, PA
Sponsor	https://www.shape-pa.org/conference	**Transportation/Lodging/ Food Costs**	$345

Name	Beth McDonnell	**Department/School Position**	High School Counselor
Conference	Drexel Counselor Open House	**Registration Fee**	$0
Date	11/16/2026	**Location**	Philadelphia, PA
Sponsor	Drexel University	**Transportation/Lodging/ Food Costs**	$0

Name	Daphney Beltramo	**Department/School Position**	Middle School ELA Teacher
Conference	2026 NCTE Annual Convention	**Registration Fee**	$385
Date	11/19/2026 - 11/22/2026	**Location**	Philadelphia, PA
Sponsor	National Council of Teachers of English	**Transportation/Lodging/ Food Costs**	$140

Name	Natalie Laign	**Department/School Position**	Middle School ELA Teacher
Conference	2026 NCTE Annual Convention	**Registration Fee**	$385
Date	11/19/2026 - 11/22/2026	**Location**	Philadelphia, PA
Sponsor	National Council of Teachers of English	**Transportation/Lodging/ Food Costs**	$140

Name	Kristen Greenawalt	**Department/School Position**	High School Art Teacher
Conference	2026 Annual Art Education Conference	**Registration Fee**	$100
Date	11/20/2026	**Location**	Kutztown, PA
Sponsor	Kutztown University	**Transportation/Lodging/ Food Costs**	$80

Name	Beth McDonnell	**Department/School Position**	High School Counselor
Conference	Ursinus Unveiled	**Registration Fee**	$0
Date	12/04/2026	**Location**	Collegeville, PA
Sponsor	Ursinius College	**Transportation/Lodging/ Food Costs**	$23

Name	Emily Kehr	**Department/School Position**	Director of HR
Conference	PASPA Conference 2027	**Registration Fee**	$420
Date	2/24/2027 - 2/26/2027	**Location**	State College, PA
Sponsor	PASPA	**Transportation/Lodging/ Food Costs**	$826

Field Trip Details
Board of School Director's Meeting 10/6/2026

Trips with cost to students

Name	Jacilyn Charles	**Department/School Position**	Enfield Elementary 2nd Grade Teacher
Field Trip	Churchville Nature Center	**Field Trip Cost**	$13
Group attending	2nd Grade	**Purpose**	Grade Level
Date	10/6/2026 and 10/9/2026 (2nd grade split into two groups)	**Location**	Churchville, PA

Name	Christopher Blenheim	**Department/School Position**	Erdenheim Elementary 5th Grade Teacher
Field Trip	Camp America Fall Trip	**Field Trip Cost**	$30
Group attending	5th Grade Class	**Purpose**	Grade Level
Date	10/15/2026 & 10/16/2026	**Location**	Chalfont, PA

Name	Jeannie Cohen	**Department/School Position**	High School Spanish Teacher
Field Trip	The Spanish Flamenco Ballet at the Irvine Auditorium at the University of Penn	**Field Trip Cost**	$36 Students/$20 Chaperones
Group attending	High School Spanish Classes	**Purpose**	Curricular
Date	10/26/2026	**Location**	Philadelphia, PA

Trips at no cost to student

Name	Brian Picknally	**Department/School Position**	High School Physical Education Teacher
Field Trip	Fitness for Life Walking Program - Fall 2026	**Field Trip Cost**	$0
Group attending	22 students, grades 10th-12th	**Purpose**	Curricular
Date	9/22/2026, 9/28/2026, 9/30/2026, 10/6/2026, 10/12/2026, 10/14/2026, 10/20/2026, 10/26/2026, 10/28/2026	**Location**	Various locations within 1.5 miles of High School Campus

Name	Megan Maguire	**Department/School Position**	Voices of Education Advisor
Field Trip	Voices For Education MCIU Trip #1	**Field Trip Cost**	$0
Group attending	Voices of Education	**Purpose**	Extra-curricular
Date	9/23/2026	**Location**	Norristown, PA

Name	Elizabeth Barbone	**Department/School Position**	High School Counselor
Field Trip	Work in Sports Event at Subaru Park	**Field Trip Cost**	$0
Group attending	High School Students	**Purpose**	Extra-curricular
Date	9/30/2026	**Location**	Chester, PA

Name	Audrey Walsh	**Department/School Position**	High School Functional Academics Teacher
Field Trip	Walmart Supercenter	**Field Trip Cost**	$20 (paid through work-based learning accounts)
Group attending	20 students 9th grade-post-secondary	**Purpose**	Curricular
Date	10/01/2026	**Location**	Willow Grove, PA

Name	Rebecca Edelmayer	**Department/School Position**	High School Librarian
Field Trip	Students to Springfield Township Library	**Field Trip Cost**	$0
Group attending	9th Grade ELA Students	**Purpose**	Curricular
Date	10/01/2026, 10/10/2026, 10/16/2026,10/17/2026, 10/24/2026, 10/27/2026	**Location**	Wyndmoor, PA

Name	Eric Gershman	**Department/School Position**	High School ELA Teacher
Field Trip	Balfour Yearbook Publishing Workshop	**Field Trip Cost**	$0
Group attending	Retina Yearbook	**Purpose**	Extra-curricular
Date	10/7/2026	**Location**	Hershey, PA

Name	Kevin Maharaj	**Department/School Position**	High School Science Teacher
Field Trip	Chief Science Officers (CSOs) Leadership Training Institute	**Field Trip Cost**	$0
Group attending	Four students, grades 10-12th	**Purpose**	Extra-curricular
Date	10/9/2026	**Location**	Norristown, PA

Name	Auddrey Walsh	**Department/School Position**	High School Functional Academics Teacher
Field Trip	Mondauk Park	**Field Trip Cost**	$0
Group attending	Community Based Instruction	**Purpose**	Curricular
Date	10/15/2026	**Location**	Ambler

Name	Allie Proto	**Department/School Position**	High School Transition Coordinator
Field Trip	SOPA Unified Leadership Summit	**Field Trip Cost**	$0
Group attending	Four High School Students	**Purpose**	Extra-curricular
Date	10/28/2026	**Location**	Blue Bell, PA

Name	Dave Arner	**Department/School Position**	High School Science Teacher
Field Trip	Millersville University Science Competition	**Field Trip Cost**	$0
Group attending	2 12th Grade Students	**Purpose**	Extra-curricular
Date	11/5/2026	**Location**	Millersville, PA

Name	Megan Maguire	**Department/School Position**	Voices of Education Advisor
Field Trip	Voices For Education MCIU Trip #2	**Field Trip Cost**	$0
Group attending	Voices of Education	**Purpose**	Extra-curricular
Date	11/9/2026	**Location**	Norristown, PA

Name	Allison Proto	**Department/School Position**	High School Transition Coordinator
Field Trip	Montgomery County Community College Tour	**Field Trip Cost**	$0
Group attending	11th & 12th Grades	**Purpose**	Extra-curricular
Date	11/10/2026	**Location**	Blue Bell, PA

Name	Kevin Maharaj	**Department/School Position**	High School Science Teacher
Field Trip	CSOs Fall Cabinet Meeting at Ursinus College	**Field Trip Cost**	$0
Group attending	Four students, grades 10-12th	**Purpose**	Extra-curricular
Date	11/17/2026	**Location**	Collegeville, PA

Name	William Fikioris	**Department/School Position**	Erdenheim Elementary 4th Grade Teacher
Field Trip	Woodmere Art Museum	**Field Trip Cost**	$0
Group attending	4th Grade	**Purpose**	Grade Level
Date	12/1/2026, 12/2/2026, 12/3/2026, 12/4/2026	**Location**	Philadelphia, PA

Name	Megan Maguire	**Department/School Position**	Voices of Education Advisor
Field Trip	Voices For Education MCIU Trip #3	**Field Trip Cost**	$0
Group attending	Voices of Education	**Purpose**	Extra-curricular
Date	2/02/2026	**Location**	Norristown, PA

Name	Megan Maguire	**Department/School Position**	Voices of Education Advisor
Field Trip	Voices For Education MCIU Trip #4	**Field Trip Cost**	$0
Group attending	Voices of Education	**Purpose**	Extra-curricular
Date	4/02/2027	**Location**	Norristown, PA

Name	Amy Benton	**Department/School Position**	High School Music & Chorus Teacher
Field Trip	Comcast Center for lunch and Academy of Music for "Aida"	**Field Trip Cost**	$0
Group attending	Tri-M	**Purpose**	Extra-curricular
Date	4/15/2027	**Location**	Philadelphia, PA

Name	Allison Proto	**Department/School Position**	High School Transition Coordinator
Field Trip	Montgomery County Community College for “Become a Mustang Day”	**Field Trip Cost**	$0
Group attending	11th & 12th Grades	**Purpose**	Extra-curricular
Date	4/20/2027	**Location**	Blue Bell, PA

Name	Kevin Maharaj	**Department/School Position**	High School Science Teacher
Field Trip	South Eastern PA CSO End of Year Presentation at Temple Ambler	**Field Trip Cost**	$0
Group attending	Four students, grades 10th-12th	**Purpose**	Extra-curricular
Date	4/21/2027	**Location**	Ambler, PA

Trips to schools within district

Name	Jean Cohen	**Department/School Position**	High School Spanish Teacher
Field Trip	World Language Club to Enfield Elementary	**Field Trip Cost**	$0
Group attending	High School World Language Club	**Purpose**	Extra-curricular
Date	10/20/2026	**Location**	Erdenheim, PA

BOARD POLICY

102 Academic Standards

POLICY NUMBER	ADOPTED	VERSION	DOCUMENT STATUS
102	2/15/2022	v1.1	DRAFT

PRINTED
10/2/2026

PURPOSE

The Board recognizes the importance of developing, assessing and expanding academic standards to challenge students to achieve at their highest level possible. To this end, the district shall establish rigorous academic standards in accordance with, and may expand upon, those adopted by the State Board of Education.[1][2]

DEFINITION

Academic standards means what a student should know and be able to do at a specified grade level. For purposes of this policy, the term **academic standards** encompasses Pennsylvania Core Standards, **Pennsylvania Integrated Standards**, state academic standards and local academic standards.**[2]**[3]

AUTHORITY

The Board shall approve academic standards for district students to attain, in the following content areas: [2]

1. English Language Arts (reading, writing, speaking and listening) - **PA Core Standards**.
2. Mathematics **- PA Core Standards**.
3. Science, Environment, Ecology, Technology and Engineering (Grades K-5) **- PA Integrated Standards**.
4. Science, Environment and Ecology (Grades 6-12).
5. Technology and Engineering (Grades 6-12).
6. Social Studies (history, geography, civics and government, economics) - to include **PA Core Standards** reading in history and social studies, and writing for history and social studies.
7. Arts and Humanities.
8. Career Education and Work.
9. Health, Safety and Physical Education.
10. Family and Consumer Sciences.
11. **Personal Finance.**

Guidelines

The district's curriculum shall be designed to provide students with the planned instruction needed to attain established academic standards. **Such standards require the incorporation of education on social media literacy.**[2] **[4]** **[5]**

The district shall address social media literacy by providing instruction to students on the potential health and academic impacts, and safety and security concerns associated with social media use.[9]

The district shall assess individual student attainment of established academic standards and provide assistance for students having difficulty attaining academic standards.[2] **[6]** **[7]**

Students with disabilities may attain academic standards by completion of their Individualized Education Programs in accordance with law, regulations and Board policy.[2] **[8]**

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Legal Footnotes

[1] 22 PA Code 4.11
LEGAL REFERENCE

[2] 22 PA Code 4.12
LEGAL REFERENCE

[3] 22 PA Code 4.3
LEGAL REFERENCE

[4] Pol. 105 — Curriculum
POLICY REFERENCE

[5] Pol. 107 — Adoption of Planned Instruction
POLICY REFERENCE

[6] Pol. 127 — Assessment System
POLICY REFERENCE

[7] Pol. 212 — Reporting Student Progress
POLICY REFERENCE

[8] Pol. 113 — Special Education
POLICY REFERENCE

[9] 24 P.S. 1556
LEGAL REFERENCE

BOARD POLICY

105 Curriculum

POLICY NUMBER	VERSION	DOCUMENT STATUS	PRINTED
105	v1.2	DRAFT	10/2/2026

Proposed addition Proposed deletion

PURPOSE

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

DEFINTION

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

AUTHORITY

The Board shall be responsible for the curriculum of the district's schools. The curriculum shall be designed to provide students the opportunity to achieve the academic standards established by the Board. Attaining the academic standards requires students to demonstrate the acquisition and application of knowledge.[1][3] **[4]**

In order to provide a quality educational program for district students, the Board shall adopt a curriculum plan that includes the requirements for courses to be taught; subjects to be taught in the English language; courses adapted to the age, development and needs of students; and strategies for assisting those students having difficulty attaining the academic standards.[1][3][5][6] **[7]** **[8]**

Special Instruction/Observances

The district's curriculum plan must also include provisions for special instruction and observances to comply with state and federal law including, but not limited to, Constitution Day and Citizenship Day, Arbor Day and the Bill of Rights Week. **[20][21][22]**

GUIDELINES

The district's curriculum shall provide the following:

1. {X } Continuous learning through effective collaboration among the schools of this district.
2. { X} Continuous access for all students to sufficient programs and services of a library/media facility and classroom collection to support the educational program. **[9]**
3. {X } Guidance and counseling services for all students to assist in career and academic planning.[23]

4. { X} A continuum of educational programs and services for all students with disabilities, pursuant to law and regulation. [11]
5. {X } Language Instruction Educational Program for English Learner students, pursuant to law, and regulation and Board policy.[12] [13]
6. {X } Compensatory education programs for students, pursuant to law and regulation.
7. { X} Equal educational opportunity for all students, pursuant to law and regulation. [14] [15]
8. {X } Career awareness and vocational education, pursuant to law and regulation. [16]
9. { X} Educational opportunities for identified gifted students, pursuant to law and regulation. [17]
10. {X } Regular and continuous instruction in required safety procedures. [18]

DELEGATION OF RESPONSIBILITY

As the educational leader of the district, the Superintendent shall be responsible to the Board for the district's curriculum. The Superintendent shall establish procedures for curriculum development, evaluation and modification, which ensure the utilization of available resources, and effective participation of [1]

{X } administrators

{X } teaching staff members

{X } students

{X } community members

{X } Board members.

A listing of all curriculum materials shall be made available for the information of parents/guardians, students, staff and Board members.[1] [19]

{X } With prior Board approval, the Superintendent may conduct pilot programs as deemed necessary to the continuing improvement of the instructional program. The Superintendent shall report periodically to the Board on the status of each pilot program, along with its objectives, evaluative criteria, and costs.

{X } The Board encourages, where it is feasible and in the best interest of district students, participation in state-initiated pilot programs of educational research.

{X } The Board directs the Superintendent to pursue actively state and federal aid in support of research activities.

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Legal Footnotes

[1] 22 PA Code 4.4
LEGAL REFERENCE

[2] 22 PA Code 4.3
LEGAL REFERENCE

[3] 22 PA Code 4.12
LEGAL REFERENCE

[4] Pol. 102 — Academic Standards
POLICY REFERENCE

[5] 24 P.S. 1511
LEGAL REFERENCE

[6] 24 P.S. 1512
LEGAL REFERENCE

[7] **Pol. 107 — Adoption of Planned Instruction**
POLICY REFERENCE

[8] **Pol. 127 — Assessment System**
POLICY REFERENCE

[9] **Pol. 109 — Resource Materials**
POLICY REFERENCE

[11] **Pol. 113 — Special Education**
POLICY REFERENCE

[12] **22 PA Code 4.26**
LEGAL REFERENCE

[13] **Pol. 138 — Language Instruction Educational Program for English Learners**
POLICY REFERENCE

[14] **Pol. 103 — Discrimination/Harassment Affecting Students**
POLICY REFERENCE

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

[16] **Pol. 115 — Career and Technical Education**
POLICY REFERENCE

[17] **Pol. 114 — Gifted Education**
POLICY REFERENCE

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

[19] **Pol. 105.1 — Review of Instructional Materials by Parents/Guardians and Students**
POLICY REFERENCE

[20] **24 P.S. 1541-1555**
LEGAL REFERENCE

[21] **36 U.S.C. 106**
LEGAL REFERENCE

[22] **P.L. 108-447 — P.L. 108-447**
LEGAL REFERENCE

[23] **Pol. 112 — School Counseling**
POLICY REFERENCE

BOARD POLICY

209 Health Examinations/Screenings

POLICY NUMBER	VERSION	DOCUMENT STATUS	PRINTED
209	v1.2	DRAFT	9/28/2026

AUTHORITY

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

GUIDELINES

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

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

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

The school nurse or medical technician shall administer to each student vision tests, hearing tests, tuberculosis tests **and** other tests deemed **advisable at** intervals established by the district. Height and weight measurements shall be used to calculate the student's weight-for-height ratio.[2][4][6]

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

Parents/Guardians of students who are to receive physical and dental examinations or screenings shall be notified. The notice shall include the date and location of the examination or screening and notice that the parents/guardians may attend. The notice shall encourage the parent/guardian to have the examination or screening conducted by the student's private

physician or dentist at the parent's/guardian's expense to promote continuity of care. Such statement may also include notification that the student may be exempted from such examination or screening if it is contrary to the parent's/guardian's religious beliefs.[7][8][9]

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

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

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

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

Health Monitoring

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

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

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

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

Health Records

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

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

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

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

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

DELEGATION OF RESPONSIBILITY

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

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

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

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Legal Footnotes

[1] 24 P.S. 1401
LEGAL REFERENCE

[2] 24 P.S. 1402
LEGAL REFERENCE

[3] 24 P.S. 1403
LEGAL REFERENCE

[4] 22 PA Code 12.41
LEGAL REFERENCE

[5] 24 P.S. 1407
LEGAL REFERENCE

[6] 28 PA Code 23.1 et seq
LEGAL REFERENCE

[7] 24 P.S. 1405
LEGAL REFERENCE

[8] 28 PA Code 23.2
LEGAL REFERENCE

[9] 20 U.S.C. 1232h
LEGAL REFERENCE

[10] 24 P.S. 1419
LEGAL REFERENCE

[11] 28 PA Code 23.45
LEGAL REFERENCE

[12] 24 P.S. 1406
LEGAL REFERENCE

[13] 23 Pa. C.S.A. 6311
LEGAL REFERENCE

[14] Pol. 806 — Child Abuse
POLICY REFERENCE

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

[16] Pol. 103 — Discrimination/Harassment Affecting Students
POLICY REFERENCE

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

[18] 24 P.S. 1409
LEGAL REFERENCE

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

[20] Pol. 216 — Student Records
POLICY REFERENCE

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

[22] 34 CFR Part 99
LEGAL REFERENCE

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

[24] Pol. 800 — Records Management
POLICY REFERENCE

[25] 28 PA Code 23.7
LEGAL REFERENCE

[26] 24 P.S. 1408
LEGAL REFERENCE

[27] 24 P.S. 1426 — 24-P-S-1426
LEGAL REFERENCE

BOARD POLICY

237 Electronic Devices

POLICY NUMBER	VERSION	DOCUMENT STATUS	PRINTED
237	v1.7	DRAFT	10/2/2026

Purpose

The Board adopts this policy in order to support an educational environment that is orderly, safe and secure for district students and employees.

Definition

Proposed change: ***Electronic devices shall include all devices, including wearable devices that can take photographs; record, play, or edit audio or video data; store, transmit, or receive calls, messages, text, data, or images; operate online applications; or provide a wireless, unfiltered connection to the Internet or another electronic device. By way of example and without limitation, this includes smartphones, tablets, smartwatches, meta-glasses, recording pendants, digital cameras, audio recorders, and any other similar electronic device capable of capturing, recording, or transmitting visual or audio content.***

Prohibited Wearable Recording Devices

Notwithstanding any other provision of this policy, the possession or use of any wearable device capable of capturing, recording, or transmitting audio or video content is prohibited at all times in district buildings, on district property, on district buses and vehicles, and during the time students are under the supervision of the district. This prohibition includes, but is not limited to, meta-glasses, recording pendants, and any other similar wearable device with audio or video recording capabilities. Smartphones, watches, and other handheld electronic devices remain subject to all other provisions of this policy.

Authority

The Board prohibits use of electronic devices by students during the school day in district buildings; on district property; on district buses and vehicles; and during the time students are under the supervision of the district.[1]

The Board prohibits use of electronic devices in locker rooms, bathrooms, health suites and other changing areas at any time.

Exceptions:

The building principal may grant approval for possession and use of an electronic device by a student for the following reasons:

1. Health, safety or emergency reasons.
2. An Individualized Education Program (IEP) or Section 504 Service Agreement.[2][3]
3. Classroom or instructional-related activities, under the supervision of the classroom teacher.

4. Other reasons determined appropriate by the building principal.

The district shall not be liable for the loss, damage or misuse of any electronic device.

Electronic Images and Photographs

The Board prohibits the taking, storing, disseminating, transferring, viewing, or sharing of obscene, pornographic, lewd, or otherwise illegal images or photographs, whether by electronic data transfer or other means, including but not limited to texting and emailing.

Because such violations may constitute a crime under state and/or federal law, the district may report such conduct to state and/or federal law enforcement agencies.

Delegation of Responsibility

The Superintendent or designee shall annually notify students, parents/guardians and employees about the Board's electronic device policy.

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

Guidelines

Violations of this policy by a student shall result in disciplinary action and may result in confiscation of the electronic device.[4][5][6]

Last Modified by Lu Ann McKenna on July 6, 2022

Legal Footnotes

[1] **1949 Act 14**
LEGAL REFERENCE

BOARD POLICY

246 School Wellness

POLICY NUMBER	VERSION	DOCUMENT STATUS	PRINTED
246	v1.4	DRAFT	9/28/2026

Proposed addition Proposed deletion

PURPOSE

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

AUTHORITY

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

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

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

DELEGATION OF RESPONSIBILITY

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

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

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

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

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

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

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

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

The district shall annually inform and update the public, including parents/guardians, students, and others in the community, about the contents, updates and implementation of this policy via the district website, student handbooks, newsletters, posted notices and/or other efficient communication methods. This annual notification shall include information on how to access the School Wellness policy; information about the most recent triennial assessment; information on how to participate in the development, implementation and periodic review and update of the School Wellness policy; and a means of contacting Wellness Committee leadership.[2][3]

GUIDELINES

Recordkeeping

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

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

Wellness Committee

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

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

The Wellness Committee shall review and consider evidence-based strategies and techniques in establishing goals for nutrition education and promotion, physical activity and other school based activities that promote student wellness as part of the policy development and revision process.[3]

{ } **Advisory Health Council**

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

{ } The Advisory Health Council may examine related research, assess student needs and the current school environment, review existing Board policies and administrative regulations, and raise awareness about student health issues.

{ } The Advisory Health Council may make policy recommendations to the Board related to other health issues necessary to promote student wellness.

{ } The Advisory Health Council may survey parents/guardians and/or students; conduct community forums or focus groups; collaborate with appropriate community agencies and organizations; and engage in similar activities, within the budget established for these purposes.

{ } The Advisory Health Council shall provide periodic reports to the Superintendent or designee regarding the status of its work, as required.

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

Nutrition Education

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

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

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

{x } Nutrition education lessons and activities shall be age-appropriate.

{x } Nutrition curriculum shall teach behavior-focused skills, which may include menu planning, reading nutrition labels and media awareness.

{ x} School food service and nutrition education classes shall cooperate to create a learning laboratory.

{ x} Nutrition education shall be integrated into other subjects such as math, science, language arts and social sciences to complement but not replace academic standards based on nutrition education.

{ x} Lifelong lifestyle balance shall be reinforced by linking nutrition education and physical activity.

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

{x } Nutrition education shall extend beyond the school environment by engaging and involving families and the community.

{ } _____ other.

Nutrition Promotion

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

{x } District schools shall promote nutrition through the implementation of Farm to School activities, where possible. Activities may include, but not be limited to, the initiation/maintenance of school gardens, taste-testing of local products in the cafeteria and classroom, classroom education about local agriculture and nutrition, field trips to local farms and incorporation of local foods into school meal programs.

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

{x } District food service personnel shall review and implement research-based, behavioral economics techniques in the cafeteria to encourage consumption of more whole grains, fruits, vegetables and legumes, and to decrease plate waste.

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

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

{ x} District schools shall offer resources about health and nutrition to encourage parents/guardians to provide healthy meals for their children.

{ } _____ other.

Physical Activity

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

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

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

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

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

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

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

{x } Before and/or after-school programs shall provide developmentally appropriate physical activity for participating children.

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

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

{x } District schools shall promote physical activity through encouragement of walking and biking as a means of transportation to and from school.

{x } Students and their families shall be encouraged to utilize district-owned physical activity facilities, such as playgrounds and fields, outside school hours in accordance with established district rules.

{ } _____ other.

Physical Education

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

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

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

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

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

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

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

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

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

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

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

{x } Appropriate professional development shall be provided for physical education staff.

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

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

{x } _____ other.

Social Media

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

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

Other School Based Activities

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

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

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

{ x} Students shall be provided a clean and safe meal environment.

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

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

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

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

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

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

{ x} Students and parents/guardians may be involved in menu selections through various means, such as taste testing and surveys.

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

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

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

{ x} Fundraising projects submitted for approval shall be supportive of healthy eating and student wellness.

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

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

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

{x }

Food shall not be used in the schools as a reward or punishment.

_____ other.

Nutrition Guidelines for All Foods/Beverages at School

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

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

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

Competitive Foods -

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

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

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

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

Fundraiser Exemptions -

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

The district may allow a limited number of exempt fundraisers as permitted by the Pennsylvania Department of Education each school year: up to five (5) exempt fundraisers in elementary and middle school buildings, and up to ten (10) exempt fundraisers in high school buildings. **Exempt fundraisers** are fundraisers in which competitive foods are available for sale to students that do not meet the Smart Snacks in School nutrition standards.[18]

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

Non-Sold Competitive Foods -

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

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

1. Rewards and Incentives: **(CHOOSE ONE OF THE OPTIONS BELOW)**
    a. { x} Foods and beverages shall not be used as a reward or incentive in district schools.
    b. { } Foods and beverages shall not be used as a reward for classroom or school activities unless the reward is an activity that promotes a positive nutrition message (e.g., guest chef, field trip to a farm or farmers market, etc.).
    c. { } _____other.
2. Classroom Parties and Celebrations: **(CHOOSE ONE OR MORE OF THE OPTIONS BELOW)**
    a. { } Only non-food based parties and celebrations shall occur on the school campus during the school day in district schools.
    b. { } Classroom parties/celebrations with food/beverages shall be limited to no more than one (1) per month in each classroom.
    c. { } Parents/Guardians shall be informed through newsletters or other efficient communication methods that foods/beverages should only be brought in when requested for scheduled parties.
    d. { } Classroom parties shall offer a minimal amount of foods (maximum 2-3 items) containing added sugar as the primary ingredient (e.g., cupcakes, cookies) and will provide the following:
        i. Fresh fruits/vegetables; and
        ii. Water, 100 percent juice, 100 percent juice diluted with water, low-fat milk or nonfat milk.
    e. {x } When possible, foods/beverages for parties and celebrations shall be provided by the food service department to help prevent food safety and allergy concerns.
    f. { } Food celebrations shall not occur until thirty (30) minutes after the end of the last lunch period.
    g. {x } Classroom parties/celebrations with food/beverages shall be limited. _____other.
3. Shared Classroom Snacks:
    a. {x } Shared classroom snacks are not permitted in district schools.
    b. { } _____other.

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

Marketing/Contracting -

Any foods and beverages marketed or promoted to students on the school campus during the school day shall meet or exceed the established federal nutrition standards (USDA Smart Snacks in School) and comply with established Board policy and administrative regulations.[3] [18]

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

Management of Food Allergies in District Schools

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

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

Safe Routes to School

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

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

{ x} District administrators shall seek and utilize available federal and state funding for safe routes to school, when appropriate.

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Legal Footnotes

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

[3] 7 CFR 210.31
LEGAL REFERENCE

[4] 7 CFR 210.15
LEGAL REFERENCE

[5] 24 P.S. 1422
LEGAL REFERENCE

[6] 24 P.S. 1513
LEGAL REFERENCE

[7] Pol. 102 — Academic Standards
POLICY REFERENCE

[8] Pol. 105 — Curriculum
POLICY REFERENCE

[9] Pol. 808 — Food Services
POLICY REFERENCE

[10] 24 P.S. 1512.1
LEGAL REFERENCE

[11] 7 CFR 210.10
LEGAL REFERENCE

[12] 7 CFR 220.8
LEGAL REFERENCE

[13] 24 P.S. 701
LEGAL REFERENCE

[15] 42 U.S.C. 1751
LEGAL REFERENCE

[16] 42 U.S.C. 1773
LEGAL REFERENCE

[17] 7 CFR 210.30
LEGAL REFERENCE

[18] 7 CFR 210.11
LEGAL REFERENCE

[19] 7 CFR 220.12
LEGAL REFERENCE

[20] Pol. 229 — Student Fundraising
POLICY REFERENCE

[21] 24 P.S. 504.1
LEGAL REFERENCE

[22] Pol. 209.1 — Food Allergy Management
POLICY REFERENCE

[23] 24 P.S. 1556
LEGAL REFERENCE

[24] 24 P.S. 742.1
LEGAL REFERENCE

BOARD POLICY

249 Bullying/Cyberbullying

POLICY NUMBER	VERSION	DOCUMENT STATUS	PRINTED
249	v1.7	DRAFT	10/2/2026

PURPOSE

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

DEFINITIONS

Artificial Intelligence-Generated or Modified Media means text, code, images, audio or video data that has been created or modified from its original source data through the use of artificial intelligence technology, programs or platforms.[1]

Bullying means an intentional electronic, written, verbal or physical act or series of acts directed at another student or students, which occurs in a school setting

that is severe, persistent or pervasive and has the effect of doing any of the following:[1]

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

Cyberbullying means bullying through the use of electronic technology or communication, including data, computer software or online platforms regardless of their origin, using a device, system network, internet service, email, social media or other digital means, including artificial intelligence–generated or modified media. Cyberbullying includes bullying conduct which occurs in a school setting.[1]

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

AUTHORITY

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

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

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

Incidents that come to the attention of the district administration but occur outside a school setting will be referred to the appropriate law enforcement agency or jurisdiction.

Confidentiality

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

Retaliation

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

DELEGATION OF RESPONSIBILITY

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

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

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

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

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

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

GUIDELINES

Reports of bullying or cyberbullying may be made orally or in writing and may be anonymous, except where made by district staff. Students are encouraged to use the district's reporting form attached to this policy, or to submit a written complaint; however, oral complaints will be accepted, documented and investigated.

Any individual receiving a complaint shall handle the report objectively, neutrally and professionally, setting aside personal biases that might favor or disfavor any person involved.

District staff who observe bullying/cyberbullying or receive a report of bullying/cyberbullying shall not conduct an independent investigation but shall take appropriate action to protect the safety of involved students and promptly provide a summary of the observed or reported conduct to the building principal or designee.

For purposes of this policy, a reporter is an individual, other than district staff, who reports alleged bullying/cyberbullying directed at one or more students. A complainant is the alleged victim or target of the conduct. In some circumstances, the same individual may serve as both reporter and complainant.

The building principal or designee shall encourage the complainant or reporter to complete the district's designated report form. If, due to age, disability or other incapacity, the complainant or reporter is unable to complete the form, the building principal or designee shall document the report and complete the form on the individual's behalf. If the report is made by someone other than the complainant, the complainant shall be notified promptly, informed of the report, and encouraged to complete the district reporting form.

As soon as practicable after the receipt of a report of bullying or cyberbullying, the district shall notify the parent(s)/guardian(s) of any student involved in the incident.

If the complainant, district staff, or other professionals with knowledge of the complainant's health and well-being indicate that notifying a parent/guardian could place the complainant or another person at risk of abuse, neglect or other imminent harm, the building principal, in consultation with the Superintendent and legal counsel, and as appropriate, law enforcement, child welfare authorities and other qualified professionals, may determine whether parental notification should be delayed as permitted by law. The basis for the delay must be documented, and parent/guardian notification shall occur as soon as legally and safely practicable.[3][4]

Every report of bullying/cyberbullying shall be reviewed and investigated promptly and sufficiently to address the alleged misconduct, even if the report is anonymous or the complainant requests that no action be taken.

Threat Assessment

When a student's behavior indicates a threat to the safety of the student, other students, school employees, school facilities, the community, or others, district staff shall make a referral to the district's threat assessment team in accordance with applicable law and Board policy.[5][6]

Discrimination/Harassment

If, at the time of the report or at any time during the investigation of the alleged bullying/cyberbullying, there is reason to believe that the conduct may fall within the provisions of the district's discrimination/harassment policies, the Title IX Coordinator must be promptly notified. Upon notification, the Title IX Coordinator will immediately initiate steps to comply with appropriate policies and procedures. The investigation will be handled as a joint and concurrent investigation to address all appliable allegations and legal requirements.[7][8]

Investigation Procedures

After determining that the matter does not require handling under Policy 103, the building principal shall determine whether the investigation may be conducted by the principal or designee or whether the matter must be referred to the Superintendent or another appropriate administrator.

If law enforcement has been notified, a law enforcement report has been filed, or substantiated allegations could result in expulsion, the building principal shall consult with the Superintendent or appropriate administrator, who may seek advice from legal counsel.

Investigations shall be timely, impartial, thorough and comprehensive. The investigation may include:

1. **Interviewing the complainant.**
2. **Interviewing the individual(s) accused of the conduct.**
3. **Interviewing witnesses.**
4. **Reviewing physical, electronic or documentary evidence.**
5. **Reviewing any other relevant information provided during the investigation.**
6. **Conducting any additional inquiry reasonably necessary to determine the facts and address proven misconduct.**

Investigative Findings

The investigator shall prepare findings that summarize the investigation, determine whether the allegations have been substantiated, identify any violation of Board policy or applicable law, and recommend appropriate corrective action.

As soon as practicable after determining that an incident of bullying or cyberbullying has occurred, the district shall notify the parent(s)/guardian(s) of any student involved in the incident of the determination of the investigation.

The complainant/reporter and the accused shall be informed of the outcome of the investigation within a reasonable period of time, consistent with the Family Educational Rights and Privacy Act (FERPA) and other applicable laws. The accused shall not be informed of any individual remedies provided to the complainant.[9]

District Response and Corrective Action

If an investigation results in a finding that bullying or cyberbullying or other misconduct occurred, the district shall take prompt and appropriate corrective action designed to stop the conduct, prevent its recurrence, protect affected students, eliminate any hostile or disruptive environment, and prevent retaliation.[1]

The district shall document corrective actions taken and, when permitted by law, inform the complainant or reporter of responsive measures. District administrators shall monitor the effectiveness of corrective actions and take additional measures when necessary.[1]

If an investigation reveals violations of other Board policies or circumstances requiring additional review, referral, discipline or intervention, the district shall address those matters through the appropriate disciplinary, administrative or support processes.

Any disciplinary action imposed shall be consistent with the Code of Student Conduct, Board policies and administrative regulations, applicable collective bargaining agreements, and state and federal law, and may include:[1][2][13]

{ X } Counseling within the school.

{ X } Parental conference.

{ X } Loss of school privileges.

{X } Transfer to another classroom or school bus.

{ X } Exclusion from school-sponsored activities.

{X } Detention.

{X } Suspension.

{X } Expulsion.

{X } Referral for Counseling/Therapy outside of school.

{X } Referral to law enforcement officials.

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

Education

The district

{ } may

{X } shall

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

School Safety and Security Incidents Report

Annually, by July 31, the Superintendent shall report on the designated form, to the PA Department of Education, all new incidents as required by state law. The report must include the total number of bullying and cyberbullying incidents that occurred during the school year, including the number of cyberbullying incidents suspected to involve artificial intelligence-generated or modified media.[2][14]

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Legal Footnotes

[1] **24 P.S. 1303.1-A**
LEGAL REFERENCE

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

[3] **23 Pa. C.S.A. 6301**
LEGAL REFERENCE

[4] **Pol. 806 — Child Abuse**
POLICY REFERENCE

[5] 24 P.S. 1302-E
LEGAL REFERENCE

[6] Pol. 236.1 — Threat Assessment
POLICY REFERENCE

[7] Pol. 103 — Discrimination/Harassment Affecting Students
POLICY REFERENCE

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

[9] Pol. 216 — Student Records
POLICY REFERENCE

[10] 22 PA Code 12.3
LEGAL REFERENCE

[11] 20 U.S.C. 7118
LEGAL REFERENCE

[12] 24 P.S. 1302-A
LEGAL REFERENCE

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

[14] 24 P.S. 1319-B
LEGAL REFERENCE

BOARD POLICY

325 Staff Dress and Grooming

POLICY NUMBER	ADOPTED	REVISED	LAST REVIEWED
325	5/16/2022	5/18/2026	9/11/2026
VERSION	**DOCUMENT STATUS**	**PRINTED**	
v3.4	DRAFT	9/28/2026	

Proposed addition Proposed deletion

AUTHORITY

Administrative, professional, support, confidential and temporary 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]

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.

~~Some employees may be required to wear a designated work uniform~~.

Our district affirms that employees may wear hairstyles and head coverings associated with race or religion. No employee shall be disciplined or excluded from employment based on natural hair texture or protective styles, in accordance with the Pennsylvania Human Relations Act as amended by the CROWN Act (HB 439, signed November 25, 2025).

Some employees may be required to wear a designated work uniform

Employees shall not wear, carry on their person, or activate smart glasses (including but not limited to meta glasses or similar products), wearable cameras, wearable audio recording devices, or any other wearable technology capable of recording video, capturing images, or recording audio while on district property or while performing district duties. This prohibition applies to all wearable devices with recording capabilities, regardless of whether the recording function is actively in use.

DELEGATION OF RESPONSIBILITY

If an employee feels that an exception to this policy would enable him/her to carry out assigned duties more effectively, a request should be made to the immediate supervisor.

Legal Footnotes

[1] **24 P.S. 510**
LEGAL REFERENCE

Legal References

Additional References

43 P.S. 951 et seq
LEGAL REFERENCE

Pol. 104
LEGAL REFERENCE

BOARD POLICY

704 Maintenance

POLICY NUMBER	VERSION	DOCUMENT STATUS	PRINTED
704	v1.4	DRAFT	10/2/2026

PURPOSE

Adequate maintenance of buildings, property and equipment is essential to fiscal responsibility and efficient management of district facilities.

AUTHORITY

The Board directs that a continuous program of inspection and maintenance of all district buildings, property and equipment be established and implemented. Wherever possible, maintenance shall be preventive.[2][3]

DELEGATION OF RESPONSIBILITY

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

{X } Regular program of maintenance, repair and improvement of buildings and facilities.

{ x} Testing lead levels in drinking water.[3]

{ } Critical spare parts inventory.

{X } Equipment replacement program.

{X } Long-range plans for building modernization and conditioning.

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

{ X} Each building principal, in conjunction with the building maintenance employee, shall conduct a physical inspection of the building on a

(X) periodic

( ) monthly

( ) bimonthly

basis and return a written report to the Superintendent or designee as to the findings of that inspection.

The Superintendent shall report

{ X} annually

{ } quarterly

{ } periodically

to the Board regarding the current maintenance and improvement program and projected maintenance needs that include cost analysis.

Legal Footnotes

[2] **24 P.S. 701**
LEGAL REFERENCE

[3] **24 P.S. 742.1**
LEGAL REFERENCE

BOARD POLICY

803 School Calendar

POLICY NUMBER	VERSION	DOCUMENT STATUS	PRINTED
803	v1.2	DRAFT	9/28/2026

Proposed addition Proposed deletion

PURPOSE

The Board recognizes that preparation of an annual school calendar is necessary for the efficient operation of the district and communication with students, staff, parents/guardians and the school community.

AUTHORITY

The Board shall determine annually the days and the hours when the schools will be in session for instructional purposes, in accordance with state law and regulations. This may include, as appropriate, activities qualifying as instructional days or hours under the direction of certified school employees for fulfilling the minimum required days or hours of instruction under law, regulations and state guidance.[1][2][3][4][5][6][7][8][9]

The school calendar shall normally consist of a minimum of [1][2][8][10]

{ } 180 student days.

{X } 900 hours of instruction at the elementary level and 990 hours of instruction at the secondary level.

{ } 450 hours of instruction for half-day kindergarten programs.

{ } and prekindergarten programs.

The Board reserves the right to alter the school calendar when it is in the best interests of the district, including in cases of emergency, in accordance with applicable law and regulations. The Board shall take action to establish temporary provisions in cases of emergency, in accordance with law, and shall document such actions with the PA Department of Education when required.[2][5][6][7][9][11][12][13] **[14]**
Temporary provisions established in accordance with law may include but are not limited to: [1][2][5][6][7][8][9][12][13] **[15]**

1. Keeping schools in session such days and hours as the Board deems necessary, which shall include maintaining the requirement for a minimum of 180 student days or 900 hours of instruction at the elementary level and 990 hours of instruction at the secondary level.
   { } 450 hours of instruction for half-day kindergarten programs.
   { } and prekindergarten programs.
2. Reducing the length of time of daily instruction for courses and classes.
3. Implementing remote and other alternative methods of delivering instruction under the direction of certified school employees.

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

DELEGATION OF RESPONSIBILITY

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

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

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Legal Footnotes

[1] 24 P.S. 133
LEGAL REFERENCE

[2] 24 P.S. 1501
LEGAL REFERENCE

[3] 24 P.S. 1502
LEGAL REFERENCE

[4] 24 P.S. 1503
LEGAL REFERENCE

[5] 24 P.S. 1504
LEGAL REFERENCE

[6] 24 P.S. 1505
LEGAL REFERENCE

[7] 24 P.S. 1506
LEGAL REFERENCE

[8] 22 PA Code 11.1
LEGAL REFERENCE

[9] 22 PA Code 11.2
LEGAL REFERENCE

[10] 22 PA Code 4.4
LEGAL REFERENCE

[11] 24 P.S. 520
LEGAL REFERENCE

[12] 24 P.S. 520.1
LEGAL REFERENCE

[13] 24 P.S. 1501.3
LEGAL REFERENCE

[14] Pol. 006
POLICY REFERENCE
Referenced policy is not available in this policy book.

[15] Pol. 805 — Emergency Preparedness and Response

POLICY REFERENCE

BOARD POLICY

805.2 School Security Personnel

POLICY NUMBER	VERSION	DOCUMENT STATUS	PRINTED
805.2	v1.3	DRAFT	9/28/2026

Proposed addition Proposed deletion

AUTHORITY

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

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

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

DEFINITIONS

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

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

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

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

DELEGATION OF RESPONSIBILITY

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

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

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

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

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

The School Safety and Security Coordinator shall, within one (1) year of appointment, complete required training as specified by the state's School Safety and Security Committee for serving in the role of a School Safety and Security Coordinator. This training shall be in

addition to other training requirements for school administrators, but shall count toward professional education credit, where applicable.[3][16][17][18]

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

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

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

1. Threat assessment team information, including verification of compliance with law and regulations, the number and composition of the district's threat assessment team(s), the total number of threats assessed in the past year and additional information on threat assessment required by the Superintendent or designee, in accordance with Board policy.[8][14]
2. The number and type(s) of school security personnel contracted or employed by the district, including:[3]
    a. The number of school security personnel that are armed, listed by type(s) of personnel.
    b. The school building at which each school security personnel is assigned, listed by type(s) of personnel.
    c. The training, including the type of training and completion dates, of each school security personnel, listed by type(s) of personnel.
    d. A listing of other individuals utilized by the district for school safety-related duties.
3. An attendance report of the school and building personnel present at each school safety and security meeting, including yearly attendance totals.
4. { } Reports of required emergency preparedness, fire, bus evacuation and school security drills.[12]
5. { } Information on required school safety and security training and resources provided to students and staff.[12]
6. {X } Safe2Say Something aggregate data, including a breakdown of Life Safety and Non-Life Safety reports received.
7. {X } Behavioral health and school climate information, including aggregate data from surveys and assessments issued in the district, information on referrals and services accessed by students and families, and identification of additional resources needed in the district.[20]
8. {X } School safety and security incident reports for the previous year(s) and/or data collected to date for the current year.[21]
9. {X } Updates regarding the district's memorandum of understanding with law enforcement agencies.[21]

10. {X } Updates to laws, regulations and/or Board policies related to school safety and security.
11. {X } Information on tours, inspections and/or School Safety and Security Assessments of school facilities and programs.
12. {X } 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.

[NOTE: Select the applicable option(s) below with the appropriate corresponding language for each option, based on the district's school security personnel.]

GUIDELINES

{ } School Police Officers

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

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

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

1. A law enforcement officer employed by the district whose responsibilities, including work hours, are established by the district; or
2. An independent contractor or an individual provided through a third-party vendor who has been appointed in accordance with law, and who meets the requirements of contracted services personnel, in accordance with Board policy.[26]

Background Checks -

Prior to receiving an offer of employment, all school police officers shall comply with the requirements for background checks/certifications and employment history reviews for all school employees, in accordance with applicable law, Board policy and administrative

regulations. These requirements are addressed separately in Board policy 304 for school police employed by the district and Board policy 818 for school police employed by an independent contractor or third-party vendor.[25][26][27][28][29][30]

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

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

Requirements -

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

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

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

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

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

School police officers shall successfully complete required training, in accordance with law, and other required staff training, including district training on the use of positive behavior supports, de-escalation techniques and appropriate responses to behavior for students with disabilities, in accordance with law, regulations and Board policy.[38][39][40][41][42]

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

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

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

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

{ } School Resource Officers (SROs)

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

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

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

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

Prior to assignment in the district, the district shall confirm that the law enforcement agency has completed a law enforcement agency background investigation and received the SRO's separation record, when required, in compliance with applicable law and regulations. The district shall coordinate with the law enforcement agency in making required reports regarding hiring and separation, and maintaining all required records, in accordance with applicable law and regulations.[31][36]

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

{X } School Security Guards

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

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

Background Checks -

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

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

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

Requirements -

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

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

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

{ } School security guards authorized to carry a firearm shall maintain an appropriate license and successfully complete required firearm training in accordance with law.[47]

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

{ X} Other Agreements

{ X} The district shall enter into a cooperative police service agreement(s) with a municipality(ies), in accordance with the provisions of law.[45][49][50][51]

{ } 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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Legal Footnotes

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

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

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

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

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

[6] Pol. 227 — Controlled Substances/Paraphernalia
POLICY REFERENCE

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

[8] Pol. 236.1 — Threat Assessment
POLICY REFERENCE

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

[10] Pol. 333 — Professional Development
POLICY REFERENCE

[11] Pol. 351 — Controlled Substance Abuse
POLICY REFERENCE

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

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

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

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

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

[17] 24 P.S. 1205.1
LEGAL REFERENCE

[18] 24 P.S. 1205.5
LEGAL REFERENCE

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

[20] **Pol. 235.1 — Surveys**
POLICY REFERENCE

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

[22] **24 P.S. 1302-C**
LEGAL REFERENCE

[23] **24 P.S. 1310-C**
LEGAL REFERENCE

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

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

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

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

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

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

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

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

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

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

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

[35] **24 P.S. 1303-C**
LEGAL REFERENCE

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

[37] **24 P.S. 1304-C**
LEGAL REFERENCE

[38] **24 P.S. 1305-C**
LEGAL REFERENCE

[39] **22 PA Code 10.23**
LEGAL REFERENCE

[40] **22 PA Code 14.104**
LEGAL REFERENCE

[41] **22 PA Code 14.133**
LEGAL REFERENCE

[42] **Pol. 113.2 — Behavior Support**
POLICY REFERENCE

[43] **24 P.S. 1306-C**
LEGAL REFERENCE

[44] **24 P.S. 1307-C**
LEGAL REFERENCE

[45] **Pol. 909 — Municipal Government Relations**
POLICY REFERENCE

[46] **24 P.S. 1313-C**
LEGAL REFERENCE

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

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

[49] **24 P.S. 1309-C**
LEGAL REFERENCE

[50] **42 Pa. C.S.A. 8953**
LEGAL REFERENCE

[51] **53 Pa. C.S.A. 2303**
LEGAL REFERENCE

BOARD POLICY

204.1 Virtual Attendance and Wellness Checks

POLICY NUMBER	VERSION	DOCUMENT STATUS	PRINTED
204.1	v1.3	DRAFT	10/2/2026

PURPOSE

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

AUTHORITY

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

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

DEFINITION

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

DELEGATION OF RESPONSIBILITY

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

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

GUIDELINES

Weekly Wellness Checks

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

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

Wellness Check Methods

Acceptable methods of conducting wellness checks include:[1]

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

Excused Absence Exemptions

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

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

Internet or Power Outage Exemptions

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

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

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

Failure to Complete a Required Wellness Check

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

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

Wellness Review Conference

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

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

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

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

In-Person Wellness Check

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

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

Wellness Check Records

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

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

Reporting Requirements

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

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

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

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

Legal Footnotes

[1] **24 P.S. 1327.4**
LEGAL REFERENCE

[2] **23 Pa. C.S.A. 6301 et seq**
LEGAL REFERENCE

[3] **Pol. 806 — Child Abuse**
POLICY REFERENCE

[4] **24 P.S. 1329**
LEGAL REFERENCE

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

Purpose

The Board recognizes that vendors and contractors may require access to district technology resources to perform contracted services. The Board adopts this policy to establish requirements for vendor access that protect district technology resources and data, including student data.

Definitions

District Technology Resources – District computer systems, devices, networks, applications, cloud services, and related technology.

District Data – Data or information created, collected, stored, or maintained by or for the district.

Student Data – Information that identifies or is linkable to a student, including education records protected by FERPA.

Authority

Vendor access to district technology resources is a privilege, not a right. Vendors shall sign a Vendor Network Access and Security Agreement before being granted access to district technology resources. Access is conditioned on compliance with this policy, applicable contracts, district procedures, and applicable law.

Vendors with access to district technology resources shall:

1. Access only systems and data necessary for the contracted service.

2. Comply with applicable background check and clearance requirements.

3. Protect district data and student data from unauthorized access, use, or disclosure.

4. Comply with FERPA, COPPA, and applicable student data and privacy requirements.

5. Not use district data or student data for any unauthorized purpose.

6. Report security incidents promptly in accordance with district procedures and applicable law.

The Board prohibits vendors from using district technology resources for any unauthorized purpose or engaging in any activity that compromises district security.

Failure to comply with this policy may result in termination of access, contractual remedies, and referral to appropriate authorities.

Delegation of Responsibility

The Superintendent or designee shall develop procedures to implement this policy.