

SHARPSVILLE AREA SCHOOL DISTRICT
Regular Meeting
December 3, 2012

The regular meeting of the Sharpsville Area School Board was held in the Board Room at the Seventh Street Building on December 3, 2012 at 7:05 p.m. with President Bill Henwood presiding. The following members were present: David DeForest, Gary Grandy, Bill Henwood, Deneen Joseph, Tom Lapikas, John Napotnik, Patrick O'Connor, Janice Raykie, and Deanna Thomas.

Also present were Superintendent Mark Ferrara; Senior Business Manager/Board Secretary Jaime Roberts; Solicitor Robert Tesone; Elementary Principal Matthew Dieter; Middle School Principal John Vannoy; High School Principal, Kirk Scurpa; Instructional Technology Coordinator Kent Williams; Special Education Director Christopher Smith; Food Service Director Marie Popatak; Buildings and Grounds Manager Edwin Getway; and Director of Facilities Wade Hoagland.

ADOPTION OF THE AGENDA

There was a motion by Mrs. Raykie, seconded by Mr. DeForest, to approve the meeting agenda.

Motion carried.

APPROVAL OF MINUTES

There was a motion by Mr. DeForest, seconded by Mr. O'Connor, to approve the minutes from the previous meeting.

Motion carried.

SECRETARY'S REPORT

Board Secretary Jaime Roberts had no report.

TREASURER'S REPORT

Treasurer John Napotnik recommended the following action:

APPROVAL OF ACCOUNTS

Mr. Napotnik announced that the November Monthly Financial Activity of the Payroll, General Fund and Capital Reserve Accounts will be reviewed at the January 2012 meeting.

AUTHORIZE PAYMENT OF DECEMBER BILLS

There was a motion by Mr. Napotnik, seconded by Mr. DeForest, to authorize payment of the December bills for the General Fund and Capital Reserve Fund with retroactive approval at the January 2013 Board Meeting.

Approved: DeForest, Grandy, Henwood, Joseph, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

RECOMMENDATION TO APPROVE BILLS FOR PAYMENT

There was a motion by Mr. Napotnik, seconded by Mr. Grandy, to approve the following payment of bills:

1. General Fund

a. Affirmed for November \$909,466.40

Approved: DeForest, Grandy, Henwood, Joseph, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

SIGNATURE AUTHORITY

There was a motion by Mr. Napotnik, seconded by Mrs. Raykie, to approve a bank resolution with First National Bank for signature authority of Board Officers.

Approved: DeForest, Grandy, Henwood, Joseph, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

FINANCE REPORT

Chairman David DeForest recommended the following action:

ACTIVITY ACCOUNTS

Mr. DeForest announced that the monthly Activity Accounts for November will be reviewed at the January 2013 Board Meeting.

VOTING DELEGATE RESOLUTION #14

There was a motion by Mr. DeForest, seconded by Mr. Napotnik, to approve Resolution # 14 of 2012 to approve the following voting delegates to the Mercer County Tax Collection Committee, the same being attached to and a part of these minutes:

- | | | |
|----|--------------------|-----------------------------------|
| a. | Primary Delegate | Senior Business Manager |
| b. | First Alternative | Superintendent |
| c. | Second Alternative | Chairman of the Finance Committee |

Approved: DeForest, Grandy, Henwood, Joseph, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

TAX RESOLUTION # 15

There was a motion by Mr. DeForest, seconded by Mr. Grandy, to approve Resolution No. 15 of 2012 stating the Board of Directors of the Sharpsville Area School District has determined that there will be no increase in the rate of any tax for the support of its public schools for the 2013-2014 fiscal year by more than the Index established by the Department of Education for the District, Whereas, the adjusted Index for the District is 2.5%. A copy of the Resolution is attached to and a part of these minutes.

Approved: DeForest, Grandy, Henwood, Joseph, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

CHANGE ORDERS

There was a motion by Mr. DeForest, seconded by Mr. Napotnik, to approve the following change orders:

1. United Contractors of North East Ohio in the amount of \$995.00
2. United Contractors of North East Ohio in the amount of -\$9,500.00

Approved: DeForest, Grandy, Henwood, Joseph, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

POLICY REPORT

Chairman Deneen Joseph recommended the following action:

POLICY REVISIONS – 2ND READING

There was a motion by Mrs. Joseph, seconded by Mrs. Raykie, to approve the second reading of the following policies, the same being attached to and a part of these minutes:

- a. Policy 203 – Immunization and Communicable Diseases
- b. Policy 210.1 – Possession/Use of Asthma Inhalers/Epinephrine Auto-Injectors
- c. Policy 601 – Fiscal Objectives
- d. Policy 619 – District Audit
- e. Policy 904 – Public Attendance at School Events
- f. Policy 217 – Graduation Requirements
- g. Policy 218 – Student Discipline
- h. Policy 218.1 – Weapons
- i. Policy 218.2 – Terroristic Threats
- j. Policy 222 – Tobacco Use
- k. Policy 226 – Searches

Approved: DeForest, Grandy, Henwood, Joseph, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

POLICY REVISION – 1ST READING

There was a motion by Mrs. Joseph, seconded by Mrs. Raykie, to approve the first reading of revised Policy 202 – Nonresident Students to read: Effective with the 2012-13 school year, nonresident students may be provided transportation from a residence or daycare provider on an existing board approved bus route for an annual fee of \$300.00.

Approved: Grandy, Henwood, Joseph, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: DeForest

Motion Carried.

CURRICULUM REPORT

Chairman John Napotnik had no official action to report.

PERSONNEL REPORT

Chairman Gary Grandy recommended the following action:

INSTRUCTIONAL AND SUPPORT STAFF SUBSTITUTE LIST

There was a motion by Mr. Grandy, seconded by Mr. Lapikas, to approve the following deletions to the Instructional Staff Substitute List for the 2012-2013 school year:

Instructional Staff Deletions

Seham Ahmed
Shawna Stefanak

**Bachelor's Degree*
Health and Physical Ed

Approved: DeForest, Grandy, Henwood, Joseph, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

VOLUNTEER LIST

There was a motion by Mr. Grandy, seconded by Mrs. Raykie, to approve the following additions to the Volunteer List as presented for the 2012-2013 school year:

Jolynn Tonelli

Approved: DeForest, Grandy, Henwood, Joseph, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

HIRING AUTHORIZATION

There was a motion by Mr. Grandy, seconded by Mr. DeForest, to authorize the administration to hire an eight (8) hour per day Custodian to fill the open custodian position with retroactive approval at the January meeting.

There was a motion by Mr. DeForest, seconded by Mrs. Joseph, to table the motion until the next meeting.

Approved: DeForest, Grandy, Henwood, Joseph, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

SPONSORS AND ADVISORS APPROVAL

There was a motion by Mr. Grandy, seconded by Mr. O'Connor, to approve Ira Pataki as the National Junior Honor Society Advisor for the 2012-2013 school year at the rate of \$246.00.

Approved: DeForest, Grandy, Henwood, Joseph, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

RETIREMENT - DRENNEN

There was a motion by Mr. Grandy, seconded by Mr. DeForest, to accept the retirement of Mark Drennen effective April 2, 2013.

Approved: DeForest, Grandy, Henwood, Joseph, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

BUILDINGS AND GROUNDS REPORT

Chairman Tom Lapikas recommended the following action:

USE OF FACILITIES – MCVB VOLLEYBALL LEAGUE

There was a motion by Mr. Lapikas, seconded by Mr. DeForest, to approve the MCVB Volleyball League to use High School Gym on Wednesdays during February and March of 2013 from 7:00 PM – 9:00 PM (pending our Varsity teams not needing the gym) with a waiver of fees.

Approved: DeForest and Napotnik

Opposed: Grandy, Henwood, Joseph, Lapikas, O'Connor, Raykie, and Thomas

Motion Failed.

USE OF FACILITIES – SHARPSVILLE BOOSTERS

There was a motion by Mr. Lapikas, seconded by Mr. O'Connor, to approve the Sharpsville Basketball Boosters to use the Elementary School and High School Gyms from February 25, 2013 through March 2, 2013 and the Middle School Gym from February 25, 2013 through February 27, 2013 for the 5th-9th Grade Basketball Tournament.

Approved: DeForest, Grandy, Henwood, Joseph, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

NEGOTIATIONS REPORT

Chairman Bill Henwood had no official action to report.

TECHNOLOGY REPORT

Chairman Deanna Thomas had no official action to report.

CAFETERIA REPORT

Chairman Janice Raykie had no official action to report.

ATHLETIC REPORT

Chairman Pat O'Connor recommended the following action:

RECREATION WRESTLING COACHES

There was a motion by Mr. O'Connor, seconded by Mrs. Joseph, to approve the following Recreation Wrestling Coaches for the 2012-2013 school year:

1. Nathan Gaydek
2. Ian Brown

Approved: DeForest, Grandy, Henwood, Joseph, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

BOYS' BASKETBALL VOLUNTEER COACH

There was a motion by Mr. O'Connor, seconded by Mr. Grandy, to approve Kevin Washington as a Volunteer Boys' Basketball Coach for the 2012-2013 school year.

Approved: DeForest, Grandy, Henwood, Joseph, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

MERCER COUNTY CAREER CENTER REPORT

Chairman David DeForest informed the Board that Secondary Administrator Larry Clemens, has retired, effective January 3, 2013 noting that the Career Center had extended a temporary contract to Henry Hogue to fill the position while they search for a permanent replacement. Mr. DeForest also said that the Career Center is researching refinancing its debt.

SUPERINTENDENT'S REPORT

Superintendent Mr. Ferrara recommended the following action:

BOARD OF EDUCATION MEETING DATES FOR 2013

There was a motion by Mr. DeForest, seconded by Mr. O'Connor, to approve the Board of Education's meeting dates for the 2013 calendar year, the same being attached to and a part of these minutes.

Approved: DeForest, Grandy, Henwood, Joseph, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

FIELD TRIP APPROVAL

There was a motion by Mr. DeForest, seconded by Mrs. Raykie, to approve the following field trips:

- a. Approximately 25 High School Sophomores to travel to the Mercer County Career Center on November 21, 2012 with no cost to the District
- b. Approximately 33 Band Students to travel to Thiel College on January 7 & 8, 2013 for the County Band Festival with estimated expenses to include fees of \$825.00, transportation \$192.42 and sub costs of \$150.00 for an estimated total of \$1167.42
- c. Approximately 2 Band Students to travel to Butler Intermediate High School on January 24-26, 2013 for the PMEA District 5 Band Concert with estimated expenses to include fees \$95.00, transportation \$56.00 and sub costs of \$150.00 for an estimated total of \$301.00
- d. Approximately 17 Middle School English Students at travel to Youngstown State University on April 18, 2013 to compete in creative and expository writing contests with estimated expenses to include transportation costs of \$250.00 and sub cost of \$150.00 for an estimated total of \$400.00
- e. Approximately 6 High School English Students to travel to Youngstown State University on April 17, 2013 to compete in the English Festival with the only expense being sub cost of \$150.00

Approved: DeForest, Grandy, Henwood, Joseph, Lapikas, Napotnik, O'Connor, Raykie, and Thomas

Opposed: None

Motion Carried.

BUDGET TRANSFER

There was a motion by Mr. DeForest, seconded by Mr. Napotnik, to approve a budgetary transfer from budgetary reserve to cover the cost of the County Band Festival.

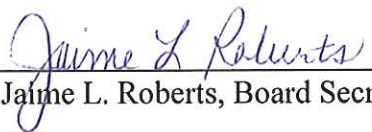
Approved: DeForest, Grandy, Henwood, Joseph, Lapikas, Napotnik, O'Connor,
Raykie, and Thomas

Opposed: None

Motion Carried.

ADJOURNMENT

The meeting adjourned at 8:20 p.m.


Jaime L. Roberts, Board Secretary

**SHARPSVILLE AREA SCHOOL DISTRICT
BOARD REPORT**

December 3, 2012

GENERAL FUND:

Total Bills to be Affirmed for November	\$901,573.09
	<u>7,893.31</u>
	\$909,466.40

Fund Accounting Check Register

GENERAL FUND - From 11/01/2012 To 11/30/2012

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Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
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Vendor: BOROUGH - BOROUGH OF SHARPSVILLE							
00010421	11/15/2012	L1496900010	00060519	Boardmaker	Remit # 1 Check Date: 11/15/2012	Check Amount:	1,837.79
					10-1200-610-890-10-200-000-000-5900	112006102000059	75.00
Vendor: MAYERJO - MAYER-JOHNSON, LLC							
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00010422	11/15/2012	L1496900007	00060534	376318710	10-2600-621-000-00-200-000-000-0000	126006212000000	323.57
00010422	11/15/2012	L1496900008	00060534	376318710	10-2600-621-000-00-500-000-000-0000	126006215000000	280.00
00010422	11/15/2012	L1496900009	00060534	376318710	10-2600-621-000-00-800-000-000-0000	126006218000000	343.16
00010422	11/15/2012	L1496900009	00060534	376318710	10-2600-621-000-00-980-000-000-0000	126006219800000	120.24
Vendor: NATIONAL FUEL							
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					10-2600-422-000-00-220-000-000-0000	126004222200000	94.82
Vendor: PENNPO - PENN POWER							
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					10-1100-390-000-30-800-121-137-0000	111003908012100	200.00
Vendor: STEP - S.T.E.P.							
00010425	11/21/2012	L1500700009	00060590	0304031239001	Remit # 1 Check Date: 11/15/2012	Check Amount:	200.00
00010425	11/21/2012	L1500700010	00060590	0304031239001	10-2600-531-000-00-200-000-117-0000	126005312000000	42.08
00010425	11/21/2012	L1500700011	00060590	0304031239001	10-2600-531-000-00-220-000-000-0000	126005312200000	3.97
00010425	11/21/2012	L1500700012	00060590	0304031239001	10-2600-531-000-00-500-000-127-0000	126005315000000	2.08
00010425	11/21/2012	L1500700013	00060590	0304031239001	10-2600-531-000-00-500-000-127-0000	126005315000000	8.66
00010425	11/21/2012	L1500700014	00060590	0304031239001	10-2600-531-000-00-800-000-137-0000	126005318000000	6.60
00010425	11/21/2012	L1500700015	00060590	0304031239001	10-2600-531-000-00-800-000-137-0000	126005318000000	44.55
00010425	11/21/2012	L1500700016	00060590	0304031239001	10-2600-531-000-00-900-000-000-0000	126005319000000	27.09
00010425	11/21/2012	L1500700017	00060590	0304031239001	10-2600-531-000-00-900-000-000-0000	126005319000000	25.99
00010425	11/21/2012	L1500700018	00060590	0304031239001	10-2600-531-000-00-980-000-000-0000	126005319800000	0.13
					10-3100-531-000-00-000-000-000-0000	131005310000000	2.48
Vendor: ATT - AT&T							
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00010426	11/21/2012	L1500700003	00060588	724962787428495y	10-2600-531-000-00-500-000-127-0000	126005315000000	20.85
00010426	11/21/2012	L1500700004	00060588	724962787428495y	10-2600-531-000-00-800-000-137-0000	126005318000000	107.21
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					10-2600-531-000-00-200-000-117-0000	126005312000000	431.03

* Denotes Non-Negotiable Transaction

P - Prenote

- Payable Transaction

d - Direct Deposit c - Credit Card Payment

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Fund Accounting Check Register

GENERAL FUND - From 11/01/2012 To 11/30/2012

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Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
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Vendor: VERIZO - VERIZON							
00010427	11/29/2012	L1502600001	00060620	ASSCLIFE-12	Remit # 1 Check Date: 11/21/2012	Check Amount: 10470	1,255.65
Vendor: ASSOCIATI - ASSOCIATED LIFE							
00010428	11/29/2012	L1502600002	00060616	CROWN-12	Remit # 1 Check Date: 11/29/2012	Check Amount: 10470	254.82
Vendor: CROWNBEA - CROWN BENEFITS ADMINISTRATION							
00010429	11/29/2012	L1502600003	00060617	MPSEBT-11	Remit # 1 Check Date: 11/29/2012	Check Amount: 10470	164,928.77
Vendor: MPSEBT - MIDWESTERN PA SCHOOL							
00010430	11/29/2012	L1502600004	00060606	110005503740	Remit # 1 Check Date: 11/29/2012	Check Amount: 126004222000000	8,599.50
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00010430	11/29/2012	L1502600009	00060606	110005503203	10-2600-422-000-00-800-000-000-0000	126004222800000	3,102.00
Vendor: PENNPO - PENN POWER							
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Vendor: PNEADIS - PNEA DISTRICT 5							
00010432	11/29/2012	L1502600011	00060612	premier	Remit # 2 Check Date: 11/29/2012	Check Amount: 10484	11,334.07
Vendor: PREMTOT - PREMIER TOUR & TRAVEL							
00010433	11/29/2012	L1502600012	00060609	valenly	Remit # 1 Check Date: 11/29/2012	Check Amount: 112006108000059	78.00
Vendor: VALENLSH - SHAWN VALENLY							
00010434	11/30/2012	L1502900001	00060623	McDonalds	Remit # 1 Check Date: 11/29/2012	Check Amount: 132105808000000	14.99
Vendor: MCDONA - MCDONALD'S							
00010435	11/30/2012	L1503400002	00060619	Boston-12	Remit # 2 Check Date: 11/30/2012	Check Amount: 10470	5,000.00
Vendor: BOSTONMU - BOSTON MUTUAL							
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Vendor: CROWNBEA - CROWN BENEFITS ADMINISTRATION							
11032012	11/03/2012	L1504400001	00060364	HARRISBANK-11	Remit # 1 Check Date: 11/30/2012	Check Amount: 111006102000013	14.99
Vendor: AMAZON - HARRIS BANK							
11032013	11/03/2012	L1504400015	00060524	HARRISBANK-11	Remit # 2 Check Date: 11/03/2012	Check Amount: 126006105000000	552.97
11032013	11/03/2012	L1504400016	00060524	HARRISBANK-11	10-2600-610-000-10-500-000-000-0000	126006105000000	552.97
Vendor: HARRISBANK-11							
10-2600-610-000-10-500-000-000-0000							
126006105000000							

* Denotes Non-Negotiable Transaction

p - Prenote

- Payable Transaction

d - Direct Deposit

11/30/2012 04:46:48 PM

c - Credit Card Payment

harpersville Area School District

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Fund Accounting Check Register

GENERAL FUND - From 11/01/2012 To 11/30/2012

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Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
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11032013	11/03/2012	L1504400019	00060524	HARRISBANK-11	10-2836-580-000-00-000-000-000-0000	1283658000000000	75.00
11032013	11/03/2012	L1504400020	00060524	HARRISBANK-11	10-2836-580-000-00-000-000-000-0000	1283658000000000	309.05
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11032013	11/03/2012	L1504400023	00060583	harrisbank-11	10-2600-610-000-00-000-000-000-0000	1260061000000000	118.92
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11032013	11/03/2012	L1504400032	00060584	harrisbank-11	10-2600-610-000-00-000-000-000-0000	1260061000000000	42.00
11032013	11/03/2012	L1504400033	00060584	harrisbank-11	10-2600-610-000-00-000-000-000-0000	1260061000000000	473.68
11032013	11/03/2012	L1504400034	00060584	harrisbank-11	10-2600-610-000-00-000-000-000-0000	1260061000000000	99.99
11032013	11/03/2012	L1504400035	00060584	harrisbank-11	10-2600-610-000-00-000-000-000-0000	1260061000000000	88.96
11032013	11/03/2012	L1504400036	00060584	harrisbank-11	10-2600-610-000-00-000-000-000-0000	1260061000000000	25.00
11032013	11/03/2012	L1504400037	00060584	harrisbank-11	10-2600-610-000-00-000-000-000-0000	1260061000000000	20.13
11032013	11/03/2012	L1504400038	00060584	harrisbank-11	10-2600-610-000-00-000-000-000-0000	1260061000000000	1,308.49
11032013	11/03/2012	L1504400039	00060584	harrisbank-11	10-2600-610-000-00-000-000-000-0000	1260061000000000	615.18
Vendor: HARRISBA - HARRIS BANK							5,481.56
11032014	11/03/2012	L1504400002	00060418	HARRISBA-11	10-1100-438-000-10-200-000-117-0000	1110043820000000	203.88
11032014	11/03/2012	L1504400003	00060418	HARRISBA-11	10-1100-438-000-20-500-000-127-0000	1110043850000000	57.27
11032014	11/03/2012	L1504400004	00060418	HARRISBA-11	10-1100-438-000-30-800-000-137-0000	1110043880000000	79.35
11032014	11/03/2012	L1504400005	00060113	HARRISBANK-11	10-1100-442-000-10-200-000-117-0000	1110044220000000	1,068.00
11032014	11/03/2012	L1504400006	00060113	HARRISBANK-11	10-1100-442-000-20-500-000-127-0000	1110044250000000	1,091.00
11032014	11/03/2012	L1504400007	00060113	HARRISBANK-11	10-1100-442-000-30-800-000-137-0000	1110044280000000	1,091.00
11032014	11/03/2012	L1504400008	00060113	HARRISBANK-11	10-2120-442-000-30-800-000-137-0000	1212044280000000	24.00
11032014	11/03/2012	L1504400009	00060113	HARRISBANK-11	10-2250-442-000-30-800-000-137-0000	1225044280000000	15.00

* Denotes Non-Negotiable Transaction

P - Prenote

- Payable Transaction

d - Direct Deposit

c - Credit Card Payment

11/30/2012 04:46:48 PM

Sharpville Area School District

Page 3

Fund Accounting Check Register

GENERAL FUND - From 11/01/2012 To 11/30/2012

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expended Amt
11032014	11/03/2012	L1504400010	00060113	HARRISBANK-11	10-2360-442-000-00-000-000-0000	1236044200000000	62.27
11032014	11/03/2012	L1504400011	00060113	HARRISBANK-11	10-2380-442-000-10-200-000-117-0000	1238044220000000	149.00
11032014	11/03/2012	L1504400012	00060113	HARRISBANK-11	10-2380-442-000-20-500-000-127-0000	1238044250000000	49.00
11032014	11/03/2012	L1504400013	00060113	HARRISBANK-11	10-2380-442-000-30-800-000-137-0000	1238044280000000	110.00
11032014	11/03/2012	L1504400014	00060113	HARRISBANK-11	10-2500-442-000-00-000-000-0000	1250044200000000	62.26
Vendor: IKONOS - HARRIS BANK							
11032015	11/03/2012	L1504700001	00060587		Remit # 2 Check Date: 11/03/2012	Check Amount:	4,062.03
Vendor: SASDCAF - SHARPSVILLE AREA SCHOOL DIST.							
11132012	11/13/2012	L1503800001	00060546	SASDPR-11	10-3210-635-000-10-200-000-117-0000	1321063520000000	10.50
Vendor: SASDPR - SHARPSVILLE AREA SCHOOL DIST.							
11202012	11/20/2012	L1504000001	00060476	NATIONWIDE-11	Remit # 1 Check Date: 11/03/2012	Check Amount:	10.50
11202012	11/20/2012	L1504000002	00060476	NATIONWIDE-11	10-0102-000-000-000-000-0000	10102	677,207.21
Vendor: NATION - NATIONWIDE							
11272012	11/27/2012	L1504000003	00060625	fsa-11	Remit # 1 Check Date: 11/13/2012	Check Amount:	677,207.21
Vendor: CROWNBEA - CROWN BENEFITS ADMINISTRATION							
11292012	11/29/2012	L1503600001	00060610	31139988	10-2360-290-000-00-000-000-0000	1236029000000000	333.33
11292012	11/29/2012	L1503600002	00060610	31139988	10-2380-290-000-00-000-000-0000	1238029000000000	750.00
Vendor: FLEETSE - FLEET SERVICES							
11302012	11/27/2012	L1504000004	00060624	SASDCAF	Remit # 1 Check Date: 11/20/2012	Check Amount:	1,083.33
Vendor: SASDCAF - SHARPSVILLE AREA SCHOOL DIST.							
					10-0460-000-000-000-000-0860	0860	630.00
					Remit # 1 Check Date: 11/27/2012	Check Amount:	630.00
					10-2500-340-000-00-000-000-0000	1250034000000000	4.00
					10-2600-626-000-00-000-000-0000	1260062600000000	864.62
					Remit # 1 Check Date: 11/29/2012	Check Amount:	868.62
					10-5250-939-000-00-000-000-0000	1525093900000000	15,000.00
					Remit # 1 Check Date: 11/30/2012	Check Amount:	15,000.00
					10-GENERAL FUND	901,573.09	
					Grand Total Manual Checks :	0.00	
					Grand Total Regular Checks :	901,573.09	
					Grand Total Direct Deposits:	0.00	
					Grand Total Credit Card Payments:	0.00	
					Grand Total All Checks :	901,573.09	

Fund Accounting Check Register

ATHLETIC FUND - From 11/01/2012 To 11/30/2012

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expend Amt
00009311	11/20/2012	C1499000001			10-3250-330-ATH-00-000-000-0000	330AD	50.00
Vendor: PIAA - PIAA					Remit # 1 Check Date: 11/20/2012	Check Amount:	50.00
00009312	11/20/2012	C1499300001			10-3250-330-ATH-00-000-000-0000	330AD	263.70
Vendor: BRECHBSC - BRECHBUHLER SCALES, INC.					Remit # 1 Check Date: 11/20/2012	Check Amount:	263.70
00009313	11/27/2012	C1501400001			10-3250-330-ATH-00-000-000-0000	330AD	240.00
Vendor: MCGONIGLE - MCGONIGLE AMBULANCE SERVICE					Remit # 1 Check Date: 11/27/2012	Check Amount:	240.00
00009314	11/29/2012	C1501900001			10-3250-330-ATH-00-000-000-0000	330AD	12.00
Vendor: PIAA - PIAA					Remit # 1 Check Date: 11/29/2012	Check Amount:	12.00
00009315	11/29/2012	C1502100001			10-3250-330-BBA-00-000-000-0000	330BB	20.00
Vendor: BOURNEWI - WINFRED BOURNES					Remit # 1 Check Date: 11/29/2012	Check Amount:	20.00
00009316	11/29/2012	C1502100002			10-3250-330-BBA-00-000-000-0000	330BB	20.00
Vendor: HARTJI - JAMES HART					Remit # 1 Check Date: 11/29/2012	Check Amount:	20.00
00009317	11/29/2012	C1502100003			10-3250-330-BBA-00-000-000-0000	330BB	20.00
Vendor: HAWTHOLA - LARRY HAWTHORNE					Remit # 1 Check Date: 11/29/2012	Check Amount:	20.00
00009318	11/29/2012	C1502100004			10-3250-330-BBA-00-000-000-0000	330BB	20.00
Vendor: PACSIGE - GENE PACSI					Remit # 1 Check Date: 11/29/2012	Check Amount:	20.00
00009319	11/29/2012	C1502100005			10-3250-330-BBA-00-000-000-0000	330BB	20.00
Vendor: VALENTJE - JEFF VALENTINO					Remit # 1 Check Date: 11/29/2012	Check Amount:	20.00

10-GENERAL FUND 7,893.31

Grand Total Manual Checks : 0.00
Grand Total Regular Checks : 7,893.31
Grand Total Direct Deposits: 0.00
Grand Total Credit Card Payments: 0.00
Grand Total All Checks : 7,893.31

Fund Accounting Check Register

ATHLETIC FUND - From 11/01/2012 To 11/30/2012

fackrgc

Check #	Tran Date	Tran #	PO No.	Invoice #	Account Code	A.S.N.	Expend Amt
00009298	11/01/2012	C1488800001			10-3250-330-ATH-00-000-000-0000	330AD	40.00
Vendor: KOLBRIBE - BEN KOLBRICH							
00009299	11/01/2012	C1489800001			Remit # 1 Check Date: 11/01/2012	Check Amount:	40.00
					10-3250-810-WRE-00-000-000-0000	810WR	175.00
Vendor: PYMATUVA - PYMATUNING VALLEY ATHLETIC DPT							
00009300	11/01/2012	C1489800002			Remit # 1 Check Date: 11/01/2012	Check Amount:	175.00
					10-3250-810-WRE-00-000-000-0000	810WR	275.00
Vendor: SLIPPEROT - SLIPPERY ROCK TAKEDOWN CLUB							
00009301	11/08/2012	C1492700001			Remit # 1 Check Date: 11/01/2012	Check Amount:	275.00
					10-3250-810-WRE-00-000-000-0000	810WR	150.00
Vendor: CLEARFAC - CLEARFIELD WRESTLING CLUB							
00009302	11/08/2012	C1492700002			Remit # 1 Check Date: 11/08/2012	Check Amount:	150.00
					10-3250-330-ATH-00-000-000-0000	330AD	50.00
Vendor: PIAA - PIAA							
00009303	11/08/2012	C1492700003			Remit # 1 Check Date: 11/08/2012	Check Amount:	50.00
					10-3250-610-FOO-00-000-000-0000	610FB	720.00
Vendor: VALLEYSIS - VALLEY SILK SCREENING							
00009304	11/12/2012	C1493600001			Remit # 1 Check Date: 11/08/2012	Check Amount:	720.00
					10-3250-610-SOC-00-000-000-0000	610SC	144.00
Vendor: SPORTIGO - SPORTING GOODS, INC.							
00009305	11/14/2012	C1496000001			Remit # 1 Check Date: 11/12/2012	Check Amount:	144.00
					10-3250-330-ATH-00-000-000-0000	330AD	60.00
Vendor: PIAA - PIAA							
00009306	11/14/2012	C1496000002			Remit # 1 Check Date: 11/14/2012	Check Amount:	60.00
					10-3250-610-ATH-00-000-000-0000	610AD	506.25
Vendor: SASDAF - SHARPSVILLE AREA SCHOOL DIST.							
00009307	11/14/2012	C1496000003			Remit # 1 Check Date: 11/14/2012	Check Amount:	506.25
					10-3250-610-BBA-00-000-000-0000	610BB	70.00
Vendor: SPORTIGO - SPORTING GOODS, INC.							
00009308	11/14/2012	C1496000004			Remit # 1 Check Date: 11/14/2012	Check Amount:	70.00
					10-3250-513-FOO-00-000-000-0000	513FB	936.92
00009308	11/14/2012	C1496000005			10-3250-513-GVO-00-000-000-0000	513GV	942.60
00009308	11/14/2012	C1496000006			10-3250-513-GSO-00-000-000-0000	513GS	919.86
00009308	11/14/2012	C1496000007			10-3250-513-SOC-00-000-000-0000	513SC	437.18
00009308	11/14/2012	C1496000008			10-3250-513-CRO-00-000-000-0000	513CC	662.52
00009308	11/14/2012	C1496000009			10-3250-513-GBA-00-000-000-0000	513GB	594.28
Vendor: STA - STA OF PENNSYLVANIA, INC.							
00009309	11/15/2012	C1497600001			Remit # 1 Check Date: 11/14/2012	Check Amount:	4,493.36
					10-3250-810-WRE-00-000-000-0000	810WR	250.00
Vendor: GROVECIW - GROVE CITY WRESTLING BOOSTERS							
00009310	11/16/2012	C1498200001			Remit # 1 Check Date: 11/15/2012	Check Amount:	250.00
					10-3250-810-BBA-00-000-000-0000	810BB	147.00
00009310	11/16/2012	C1498200002			10-3250-810-GBA-00-000-000-0000	810GB	147.00
Vendor: WILSONMI - MICHAEL WILSON							
					Remit # 1 Check Date: 11/16/2012	Check Amount:	294.00

* Denotes Non-Negotiable Transaction

P - Prenote

- Payable Transaction

12/03/2012 08:18:03 AM

d - Direct Deposit

c - Credit Card Payment

Sharpville Area School District

Page 1

SHARPSVILLE AREA SCHOOL DISTRICT
RESOLUTION NO. 14 of 2012

2013 TCC Voting Delegate Appointment Resolution

Background. Act 32 § 505(b) requires the governing bodies of school districts, townships, boroughs, and cities that impose an earned income tax to appoint one voting delegate and one or more alternate delegates to be their Tax Collection Committee (TCC) representatives. The purpose of this resolution is to appoint the required delegates. The appointed individuals have consented to appointment.

RESOLVED, by the governing body of the Sharpsville Area School District that the following individuals are appointed as TCC delegates for the Sharpsville Area School District:

1. Primary voting delegate: Business Manager/Board Secretary
2. First alternate voting delegate: Superintendent
3. Second alternate voting delegate: Finance Committee Chairperson
4. If the primary voting delegate cannot be present for a TCC meeting, the first alternate voting delegate shall be the representative at the TCC meeting. If both the primary voting delegate and the first alternate voting delegate cannot be present for a TCC meeting, the second alternate voting delegate shall be the representative at the TCC meeting.
5. These appointments are effective January 1, 2013 and shall continue until successors are appointed. Delegates shall be appointed each year in November or December or as soon thereafter as possible. All delegates shall serve at the pleasure of this governing body and may be removed at any time.

Certification of adoption. The undersigned certifies that the above Resolution was adopted at a public meeting on December 3, 2012.

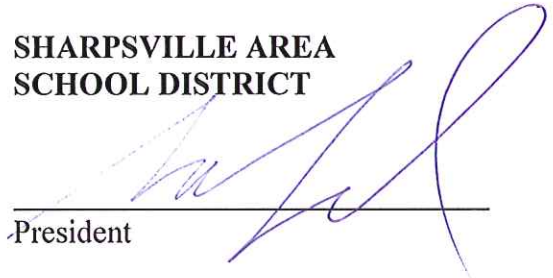
ATTEST:


Jaime Roberts, Secretary

**SHARPSVILLE AREA
SCHOOL DISTRICT**

By: _____

President



SHARPSVILLE AREA SCHOOL DISTRICT RESOLUTION NO. 15 OF 2012

WHEREAS, on June 27, 2006, the Pennsylvania legislature passed Act 1 of Special Session 2006, entitled the "Taxpayer Relief Act" (hereinafter "Act 1");

WHEREAS, Act 1 requires school districts to limit tax increases to the level set by an inflation index unless the tax increase is approved by voters in a referendum or the school district obtains from the Department of Education or a court of common pleas certain referendum exceptions;

WHEREAS, Act 1 does, however, allow a board of school directors to elect to adopt a resolution indicating that it will not raise the rate of any tax for the support of the public schools for the following fiscal year by more than its index, provided this resolution must be adopted no later than 110 days prior to the date of the election immediately preceding the upcoming fiscal year;

WHEREAS, the adjusted index for the 2012-13 fiscal year is 2.5%;

WHEREAS, the Sharpsville Area School District Board of Directors has made the decision that it shall not raise the rate of any tax for the support of the Sharpsville Area School District for the 2013-14 fiscal year by more than its index.

AND NOW, on this 3rd day of December, 2012, it is hereby **RESOLVED** by the Sharpsville Area School District (hereinafter "District") Board of Directors (hereinafter "Board") the following:

1. The Board certifies that it will not increase any school district tax for the 2013-14 school year at a rate that exceeds the index as calculated by the Pennsylvania Department of Education.
2. The Board certifies that it will comply with the procedures set forth in Section 687, of the Pennsylvania Public School Code (hereinafter "School Code"), 24 P.S. §6-687, for the adoption of its proposed and final budget.
3. The Board certifies that increasing any tax at a rate less than or equal to the index will be sufficient to balance its final budget of the 2013-14 fiscal year.
4. The Administration of the District will submit the District's information on a proposed increase in the rate of a tax levied for the support of the District to the Pennsylvania Department of Education on the uniform form prepared by the Pennsylvania Department of Education no later than five days after the Board's adoption of this Resolution.

5. The Administration of the District will send a copy of this Resolution to the Pennsylvania Department of Education no later than five days after the Board's adoption of this Resolution.
6. The Board understands and agrees that by passing this Resolution it is not eligible to seek referendum exceptions under Section 333(f) of Act 1 and is not eligible to request approval from the voters through a referendum to increase a tax rate by more than the index as established for the 2013-14 fiscal year.
7. Once this Resolution is passed, the Administration of the District is not required to comply with the preliminary budget requirements set forth in paragraphs (a) and (c) of Section 311 of Act 1. Provided, however:
 - (a) The Board understands and agrees that, upon receipt of the information submitted by the District as set forth in paragraphs 4 and 5 above, the Pennsylvania Department of Education shall compare the District's proposed percentage increase in the rate of the tax with the index.
 - (b) Within ten days of the receipt of this information, the Pennsylvania Department of Education shall inform the District whether its proposed tax rate increase is less than or equal to the index.
 - (c) If the Pennsylvania Department of Education determines that the District's proposed increase in the rate of the District's tax exceeds the index, the District is subject to the preliminary budget requirements as set forth in paragraph (a) and (c) of Section 311 of Act 1.

DULY ADOPTED, by the Board of School Directors of this School District, this 3rd day of December, 2012.

SHARPSVILLE AREA SCHOOL DISTRICT
Sharpsville, Pennsylvania

By: _____

President

ATTEST:


Secretary

(SEAL)



SECTION: PUPILS

TITLE: IMMUNIZATIONS AND
COMMUNICABLE DISEASES

ADOPTED:

REVISED:

	203. IMMUNIZATIONS AND COMMUNICABLE DISEASES
1. Authority SC 1303a Title 28 Sec. 23.81 et seq	In order to safeguard the school community from the spread of certain communicable diseases, the Board requires that established policy and administrative regulations be followed by students, parents/guardians and district staff.
2. Guidelines	<u>Immunization</u>
Title 28 Sec. 23.85	All students shall be immunized against specific diseases in accordance with state law and regulations, unless specifically exempt for religious or medical reasons. A certificate of immunization shall be maintained as part of the health record for each student, as required by the Pennsylvania Department of Health.
SC 1303a Title 22 Sec. 11.20 Title 28 Sec. 23.83, 23.84, 23.85	A student who has not been immunized in accordance with state regulations shall not be admitted to or permitted to attend district schools, unless exempted for medical or religious reasons or provisionally admitted by the Superintendent.
SC 1303a Title 22 Sec. 11.20 Title 28 Sec. 23.83, 23.84	A student shall be exempt from immunization requirements whose parent/guardian objects in writing to such immunization on religious grounds or whose physician certifies that the student's physical condition contraindicates immunization.
SC 1303a	Monitoring of immunization requirements shall be the responsibility of the Superintendent or designee and the { } building principal. { } head teacher.

203. IMMUNIZATIONS AND COMMUNICABLE DISEASES - Pg. 2

	<p>{ X } head nurse.</p>
<p>Title 28 Sec. 27.77</p>	<p>{ } Students attending child care group settings located in a school, a pre-kindergarten program or an early intervention program operated by the district shall be immunized in accordance with the Advisory Committee on Immunization Practices (ACIP) standards.</p> <p>The Superintendent or designee shall:</p> <p>{X } Annually review state standards for immunization and direct the responsible district personnel accordingly.</p>
<p>SC 1303a Title 28 Sec. 23.83, 23.84, 23.85 Pol. 200, 201</p>	<p>{ X } Ensure that parents/guardians are informed prior to a student's admission to school of the requirements for immunization, the requisite proof of immunization, exemption available for religious or medical reasons, and means by which such exemptions may be claimed.</p> <p>{X} Investigate and recommend to the Board district-sponsored programs of immunization that may be warranted to safeguard the health of the school community. Such program shall be subject to Board approval and may be conducted in cooperation with local health agencies.</p>
<p>Title 28 Sec. 23.86</p>	<p>The Superintendent or designee shall report immunization data on the required form to the Department of Health by October 15 of each year.</p> <p><u>Communicable Diseases</u></p>
<p>Title 28 Sec. 27.71, 27.72 Pol. 204</p>	<p>The Board authorizes that students who have been diagnosed by a physician or are suspected of having a disease by the school nurse shall be excluded from school for the period indicated by regulations of the Department of Health for certain specified diseases and infectious conditions.</p>
<p>Title 28 Sec. 27.1, 27.2, 27.23</p>	<p>The school nurse shall report the presence of suspected communicable diseases to the appropriate local health authority, as required by the Department of Health.</p> <p>The Superintendent or designee shall direct that health guidelines and universal precautions designed to minimize the transmission of communicable diseases be implemented in district schools.</p>
<p>Title 22 Sec. 4.29</p>	<p>Instruction regarding prevention of communicable and life threatening diseases shall be provided by the schools in the educational program for all levels, in accordance with state regulations.</p>

203. IMMUNIZATIONS AND COMMUNICABLE DISEASES - Pg. 3

<p>Title 22 Sec. 4.4, 4.29 Pol. 105.1</p>	<p>Parents/Guardians shall be informed of and be provided opportunities during school hours to review all curriculum materials used in instruction relative to communicable and life threatening diseases.</p>
<p>SC 1402 Pol. 209</p>	<p><u>Health Records</u></p> <p>A comprehensive health record shall be maintained for each student enrolled in the district. The record shall include the results of required tests, measurements, screenings, regular and special examinations, and medical questionnaires.</p>
<p>SC 1409</p>	<p>All health records shall be confidential, and their contents shall be divulged only when necessary for the health of the student or to a physician at the written request of the parent/guardian.</p> <p>{ } The district shall require parents/guardians to annually complete a medical history report form that includes information regarding known communicable diseases.</p>
<p>References:</p>	
<p>School Code – 24 P.S. Sec. 1303a, 1402, 1409</p>	
<p>State Board of Education Regulations – 22 PA Code Sec. 4.4, 4.29, 11.20</p>	
<p>State Department of Health Regulations – 28 PA Code Sec. 23.81 et seq., 27.1, 27.2, 27.23, 27.71, 27.72, 27.77</p>	
<p>Board Policy – 000, 105.1, 105.2, 200, 201, 204, 209</p>	
<p>PSBA Revision 2/11</p>	



SECTION: PUPILS

TITLE: POSSESSION/USE OF ASTHMA
INHALERS/EPINEPHRINE
AUTO-INJECTORS

ADOPTED:

REVISED:

<p>1. Authority SC 1414.1 Pol. 103.1</p> <p>2. Definitions SC 1401</p> <p>3. Guidelines SC 1414.1 Title 22 Sec. 12.41</p>	<p>210.1. POSSESSION/USE OF ASTHMA INHALERS/EPINEPHRINE AUTO-INJECTORS</p> <p>The Board shall permit students in district schools to possess asthma inhalers and epinephrine auto-injectors and to self-administer the prescribed medication in compliance with state law and Board policy.</p> <p>Asthma inhaler shall mean a prescribed device used for self-administration of short-acting, metered doses of prescribed medication to treat an acute asthma attack.</p> <p>Epinephrine auto-injector shall mean a prescribed disposable drug delivery system designed for the self-administration of epinephrine to provide rapid first aid for persons suffering the effects of anaphylaxis.</p> <p>Self-administration shall mean a student's use of medication in accordance with a prescription or written instructions from a licensed physician, certified registered nurse practitioner or physician assistant.</p> <p>Before a student may possess or use an asthma inhaler or epinephrine auto-injector in the school setting, the Board shall require the following:</p> <ol style="list-style-type: none"> 1. A written request from the parent/guardian that the school complies with the order of the licensed physician, certified registered nurse practitioner or physician assistant. 2. A written statement from the parent/guardian acknowledging that the school is not responsible for ensuring the medication is taken and relieving the district and its employees of responsibility for the benefits or consequences of the prescribed medication.
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	<p>3. A written statement from the licensed physician, certified registered nurse practitioner or physician assistant that states:</p> <ul style="list-style-type: none"> a. Name of the drug. b. Prescribed dosage. c. Times medication is to be taken. d. Length of time medication is prescribed. e. Diagnosis or reason medication is needed, unless confidential. f. Potential serious reaction or side effects of medication. g. Emergency response. h. If child is qualified and able to self-administer the medication.
SC 1414.1	The student shall notify the school nurse immediately following each use of an asthma inhaler or epinephrine auto-injector .
SC 1414.1	The district reserves the right to require a statement from the licensed physician, certified registered nurse practitioner or physician assistant for the continued use of a medication beyond the specified time period.
SC 1414.1	A written request for student use of an asthma inhaler and/or epinephrine auto-injector shall be submitted annually, along with required written statements from the parent/guardian and an updated prescription.
SC 1409 Pol. 216	Student health records shall be confidential and maintained in accordance with state and federal laws and regulations.
SC 1414.1	A student whose parent/guardian completes the written requirements for the student to possess an asthma inhaler or epinephrine auto-injector and to self-administer the prescribed medication in the school setting shall demonstrate to the school nurse the competency for self-administration and responsible behavior in use of the medication. Determination of competency for self-administration shall be based on the student's age, cognitive function, maturity and demonstration of responsible behavior.

<p>SC 1414.1 Pol. 113.1, 218, 227</p>	<p>Students shall be prohibited from sharing, giving, selling, and using an asthma inhaler or epinephrine auto-injector in any manner other than which it is prescribed during school hours, at any time while on school property, at any school-sponsored activity, and during the time spent traveling to and from school and school-sponsored activities. Violations of this policy shall result in loss of privilege to self-carry the asthma inhaler or epinephrine auto-injector and disciplinary action in accordance with Board policy.</p>
<p>SC 1414.1</p>	<p>If the district denies a student's request to self-carry an asthma inhaler or epinephrine auto-injector or the student has lost the privilege of self-carrying an asthma inhaler or epinephrine auto-injector, the student's prescribed medication shall be appropriately stored at a location in close proximity to the student. The student's classroom teachers shall be informed where the medication is stored and the means to access the medication.</p>
<p>SC 1414.1 Title 22 Sec. 12.3 Pol. 218</p>	<p>The district shall annually distribute to students and parents/guardians this policy along with the Code of Student Conduct.</p> <p>The district shall post this policy on the district web site, if available.</p>
<p>4. Delegation of Responsibility</p>	<p>The Superintendent or designee, in conjunction with the school nurse(s), may develop administrative regulations for student possession of asthma inhalers or epinephrine auto-injectors and self-administration of prescribed medication.</p>
	<p>References:</p> <p>School Code – 24 P.S. Sec. 1401, 1409, 1414.1</p> <p>State Board of Education Regulations – 22 PA Code Sec. 12.3, 12.41</p> <p>Board Policy – 000, 103.1, 113.1, 216, 218, 227</p>
	<p>PSBA Revision 2/11</p>



SECTION: FINANCES

TITLE: FISCAL OBJECTIVES

ADOPTED:

REVISÉD:

601. FISCAL OBJECTIVES	
1. Purpose	The Board recognizes its responsibility to district taxpayers to ensure that public monies expended by the school district are utilized for delivery of the educational program in a manner that mandates full value to the taxpayers, and that adequate procedures and records are established to ensure that end.
2. Authority SC 439, 601, 602, 609, 610, 631, 634, 672, 687, 690, 751, 807.1, 1155 53 P.S. Sec. 6926.311 SC 218	<p>The Board has the authority and responsibility to prepare and adopt the budget, approve bids, levy taxes, approve each expenditure of the district, and incur debt in accordance with law.</p> <p>The district shall submit an annual financial report to the Secretary of Education by October 31 of each year, in accordance with law and the reporting standards established by the Pennsylvania Department of Education.</p>
3. Delegation of Responsibility	<p>To meet the goals of this policy, the Board directs the</p> <p style="padding-left: 40px;"><input checked="" type="checkbox"/> Superintendent</p> <p style="padding-left: 40px;"><input type="checkbox"/> Board Secretary</p> <p style="padding-left: 40px;"><input checked="" type="checkbox"/> Business Manager</p> <p>to establish sound accounting procedures based upon recommendations of the district auditor and state and federal government, institute effective business practices, and recommend appropriate equipment and technology when necessary.</p>

601. FISCAL OBJECTIVES - Pg. 2

The **Superintendent and Business Manager** shall review monthly the financial operations, report to the Board on effectiveness and recommended improvements, and prepare administrative regulations and procedures for sound district and school fiscal operations.

References:

School Code – 24 P.S. Sec. 218, 439, 601, 602, 609, 610, 631, 634, 672, 687, 690, 751, 807.1, 1155

Taxpayer Relief Act – 53 P.S. Sec. 6926.301 et seq.

Board Policy – 000, 602, 603, 604, 605, 610, 611, 612, 614, 616, 619

PSBA Revision 2/11



SECTION: FINANCES

TITLE: DISTRICT AUDIT

ADOPTED:

REVISED:

	619. DISTRICT AUDIT
<p>1. Purpose SC 408, 2401 65 P.S. Sec. 67.701 Pol. 801</p>	<p>The Board recognizes the importance of the public's right to have access to the public records of the district, including public financial records. The public has the right under law to inspect and procure copies of the annual audit conducted by the district's accountants and the audit conducted by the Auditor General's office.</p>
<p>2. Authority SC 437, 2401, 2408, 2441</p>	<p>The Board shall employ an independent, certified public accountant to conduct an annual district audit in conformance with prescribed and legal standards. The completed audit shall be presented to the Board for its examination and approval.</p>
<p>3. Delegation of Responsibility SC 218</p>	<p>The Board recognizes its obligation as an elected body to represent the best interests of all its constituents. Therefore, the Board shall make the results of both the district's accountant's audit and the Auditor General's audit available to the public at the business office of the district.</p> <p>The Superintendent and Board Secretary shall annually, by December 31, submit a signed statement to the Pennsylvania Department of Education certifying that the financial statements of the school district have been properly audited pursuant to law and that in the independent auditor's opinion, the financial information submitted in the annual financial report is materially consistent with the audited financial statements. If the financial information is not deemed materially consistent, the district shall submit a revised annual financial report no later than December 31.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 218, 408, 437, 504, 511, 1337, 2401, 2408, 2432, 2441</p> <p>Right-to-Know Law – 65 P.S. Sec. 67.101 et seq.</p> <p>Board Policy – 801</p> <p>PSBA Revision 2/11</p>



SECTION: COMMUNITY

TITLE: PUBLIC ATTENDANCE AT
SCHOOL EVENTS

ADOPTED:

REVISED:

	904. PUBLIC ATTENDANCE AT SCHOOL EVENTS
1. Purpose	The Board welcomes the public at activities and events sponsored by the school district, but the Board also acknowledges its duty to maintain order and preserve school facilities during such events.
2. Authority SC 511, 775	The Board has the authority to prohibit at a school event the attendance of any individual whose conduct may constitute a disruption. The Board prohibits gambling and the possession and use of controlled substances, alcoholic beverages and weapons on school premises.
3. Guidelines	A schedule of fees for attendance at school events shall be prepared by the Superintendent or designee and adopted by the Board.
35 P.S. Sec. 1223.5 20 U.S.C. Sec. 7181 et seq	<p><u>Tobacco Use</u></p> <p>The Board prohibits tobacco use by any persons in its school buildings and on any property, buses, vans and vehicles that are owned, leased or controlled by the school district.</p>
35 P.S. Sec. 1223.5	<p>{ } The Board may designate specific areas for tobacco use by the public on property owned, leased or controlled by the school district that is at least fifty (50) feet from school buildings, stadiums and bleachers.</p>
35 P.S. Sec. 1223.5	<p>The district shall annually notify staff, parents/guardians and members of the public about the district's tobacco use policy by publishing such in handbooks, newsletters, posted notices, and other efficient methods.</p> <p><u>Free Admittance</u></p> <p>{ } Senior citizens who are district residents and are _____ years of age or older shall be admitted</p> <p>— () without charge</p> <p>— () at a reduced fee</p>

<p>43 P.S. Sec. 953 28 CFR Sec. 35.136 Pol. 718</p>	<p>— () to all school events.</p> <p>— () to all school athletic events.</p> <p>{ } District personnel will be admitted</p> <p>— () to all school events</p> <p>— () at no charge.</p> <p>— () at a reduced fee.</p> <p>{ } Free passes to school events will be available to each Board member.</p> <p>— () and a guest.</p> <p>{ } The Board will honor athletic passes from all districts that are members of conferences in which teams of this district compete and honor the passes of this district.</p> <p><u>Service Animals</u></p> <p>Individuals with disabilities may be accompanied by their service animals while on district property for events that are open to the general public in accordance with Board policy and state and federal law and regulation.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 511, 775</p> <p>State Board of Education Regulations – 22 PA Code Sec. 403.1</p> <p>School Tobacco Control – 35 P.S. Sec. 1223.5</p> <p>Pennsylvania Human Relations Act – 43 P.S. Sec. 953</p> <p>Pro-Children Act of 2001 – 20 U.S.C. Sec. 7181 et seq.</p> <p>Nondiscrimination on the Basis of Disability, Title 28, Code of Federal Regulations – 28 CFR Part 35</p> <p>Board Policy – 718</p> <p>PSBA Revision 2/11</p>
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SECTION: PUPILS

TITLE: GRADUATION
REQUIREMENTS

ADOPTED:

REVISED:

	217. GRADUATION REQUIREMENTS
1. Purpose	The Board shall acknowledge each student's successful completion of the instructional program appropriate to the student's interests and needs by awarding diplomas and certificates at graduation ceremonies.
2. Authority Title 22 Sec. 4.24, 4.51, 4.52	The Board shall adopt the graduation requirements students must achieve in accordance with state regulations.
Title 22 Sec. 4.13, 4.24 Pol. 100	The Board shall include the district's graduation requirements in the Strategic Plan.
SC 1611, 1613 Title 22 Sec. 4.13, 4.24	The Board shall award a regular high school diploma to every student enrolled in this district who meets the requirements of graduation established by this Board.
SC 1614 Title 22 Sec. 11.27 Pol. 113	<p>The Board shall permit a student with a disability, who has attended four (4) years of high school, to participate in commencement ceremonies with his/her graduating class and receive a certificate of attendance, even if the student's Individualized Education Program (IEP) prescribes continued educational services. The student may receive a high school diploma when s/he completes his/her Individualized Education Program (IEP).</p> <p>A list of all candidates for the award of a diploma shall be submitted to the Board for its approval.</p>
SC 1613 Title 22 Sec. 4.12 Pol. 102, 127	A requirement for graduation shall be the completion of required assessments, work, and studies representing the instructional program assigned to grades 9 through 12, which shall be aligned with established state academic and common core standards.

217. GRADUATION REQUIREMENTS - Pg. 2

	<p>The Board requires that each candidate for graduation shall have earned 26 credits.</p> <p>The required planned courses shall include the following:</p> <ol style="list-style-type: none"> 1. English - four (4) planned courses. 2. Social Studies - four (4) planned courses. 3. Mathematics - four (4) planned courses. 4. Science - four (4) planned courses. 5. Foreign Languages - two (2) planned courses. 6. Health Education - one (1) planned course. 7. Physical Education - a planned course in each of grades 9, 10, 11 and 12. 8. Basic Skills - three (3) courses, each for one (1) nine (9) week period at the 9th grade level: Careers, Process Writing, and Speech. (Physical education will meet the fourth nine (9) week period.) 9. Consumer Education - one (1) planned course to include child care. 10. Electives - the number of courses needed to earn a minimum of twenty-six (26) units (no course may fulfill a requirement in more than one (1) area). <p>With prior approval, another course may be substituted for one (1) required planned course in this area, depending on vocational plans of the student.</p>
Title 22 Sec. 11.4, 11.8	The fourth year of high school shall not be required for graduation if a student has completed all requirements for graduation and attends a postsecondary institution as a full-time student.
Title 22 Sec. 11.5, 11.8	A student may qualify for graduation by attending a district school part-time when officially enrolled part-time in a postsecondary institution.
3. Delegation of Responsibility	The Superintendent or designee shall be responsible for planning and executing graduation ceremonies that appropriately recognize this important achievement.
4. Guidelines Pol. 213, 216	Accurate recording of each student's achievement of established state academic and common core standards shall be maintained, as required by law and state regulations.

217. GRADUATION REQUIREMENTS - Pg. 3

Pol. 212	<p>Students and parents/guardians shall be informed of graduation requirements students are required to complete.</p> <p>Periodic warnings shall be issued to students in danger of not fulfilling graduation requirements.</p> <p>A student who has completed the requirements for graduation shall not be denied a diploma as a disciplinary measure</p> <p>{X}, but the student may be denied participation in the graduation ceremony when personal conduct so warrants. Such exclusion shall be regarded as a school suspension.</p>
SC 1611	<p><u>Diplomas For Eligible Veterans</u></p> <p>{X } In order to honor and recognize honorably discharged eligible veterans who left high school prior to graduation to serve in World War II, the Korean War or the Vietnam War, the Board shall grant a diploma to a veteran who meets the applicable requirements of law and completes the required application.</p> <p>{X } Upon proper application, the Board may award a diploma posthumously to a veteran who meets the stated requirements.</p> <p>{ } Candidates or family representatives shall submit a completed Application For Diploma to the Superintendent to request a diploma for an eligible veteran.</p> <p>{X } The Superintendent shall submit to the Board for its approval the names of veterans of World War II, the Korean War, and the Vietnam War who are eligible for a high school diploma.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 1611, 1613, 1614</p> <p>State Board of Education Regulations – 22 PA Code Sec. 4.12, 4.13, 4.24, 4.51, 4.52, 11.4, 11.5, 11.8, 11.27</p> <p>Board Policy – 100, 102, 113, 127, 212, 213, 216, 233</p>

217. GRADUATION REQUIREMENTS - Pg. 4

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PSBA Revision 5/11



SECTION: PUPILS

TITLE: STUDENT DISCIPLINE

ADOPTED:

REVISED:

	218. STUDENT DISCIPLINE
1. Purpose	The Board finds that student conduct is closely related to learning. An effective educational program requires a safe and orderly school environment.
2. Authority SC 510 Title 22 Sec. 12.3, 12.4 Pol. 103, 103.1	The Board shall establish fair, reasonable and nondiscriminatory rules and regulations regarding the conduct of all students in the school district during the time they are under the supervision of the school or at any time while on school property, while present at school-sponsored activities, and while traveling to or from school and school-sponsored activities.
Title 22 Sec. 12.2, 12.3, 12.4 Pol. 103, 103.1, 235	The Board shall adopt a Code of Student Conduct to govern student discipline, and students shall not be subject to disciplinary action because of race, sex, color, religion, sexual orientation, national origin or handicap/disability. Each student must adhere to Board policies and the Code of Student Conduct governing student discipline.
Title 22 Sec. 12.5	The Board prohibits the use of corporal punishment by district staff to discipline students for violations of Board policies and district rules and regulations.
Pol. 233	Any student disciplined by a district employee shall have the right to notice of the infraction.
Pol. 233	Suspensions and expulsions shall be carried out in accordance with Board policy.
	<p><u>Off-Campus Activities</u></p> <p>This policy shall also apply to student conduct that occurs off school property and would otherwise violate the Code of Student Conduct if any of the following circumstances exist:</p> <ol style="list-style-type: none"> The conduct occurs during the time the student is traveling to and from school or traveling to and from school-sponsored activities, whether or not via school district furnished transportation.

218. STUDENT DISCIPLINE - Pg. 2

<p>Pol. 122, 123</p>	<p>2. The student is a member of an extracurricular activity and has been notified that particular off-campus conduct could result in exclusion from such activities.</p> <p>2. Student expression or conduct materially and substantially disrupts the operations of the school, or the administration reasonably anticipates that the expression or conduct is likely to materially and substantially disrupt the operations of the school.</p> <p>3. The conduct has a direct nexus to attendance at school or a school-sponsored activity, for example, a transaction conducted outside of school pursuant to an agreement made in school, that would violate the Code of Student Conduct if conducted in school.</p> <p>4. The conduct involves the theft or vandalism of school property.</p> <p>5. There is otherwise a nexus between the proximity or timing of the conduct in relation to the student's attendance at school or school-sponsored activities.</p>
<p>3. Delegation of Responsibility</p> <p>Title 22 Sec. 12.3 Pol. 235</p>	<p>The Superintendent or designee shall ensure that reasonable and necessary rules and regulations are developed to implement Board policy governing student conduct.</p> <p>The Superintendent or designee shall publish and distribute to all staff, students and parents/guardians the rules and regulations for student behavior contained in the Code of Student Conduct, the sanctions that may be imposed for violations of those rules, and a listing of students' rights and responsibilities. A copy of the Code of Student Conduct shall be available in each school library and school office.</p>
<p>SC 1317, 1318</p>	<p>The building principal shall have the authority to assign discipline to students, subject to Board policies, district rules and regulations and to the student's due process right to notice, hearing, and appeal.</p>
<p>SC 1317</p>	<p>Teaching staff and other district employees responsible for students shall have the authority to take reasonable actions necessary to control the conduct of students in all situations and in all places where students are within the jurisdiction of this Board, and when such conduct interferes with the educational program of the schools or threatens the health and safety of others.</p>
<p>Title 22 Sec. 12.5</p>	<p>Reasonable force may be used by teachers and school authorities under any of the following circumstances: to quell a disturbance, obtain possession of weapons or other dangerous objects, for the purpose of self-defense, and for the protection of persons or property.</p>

<p>SC 1302.1-A, 1303-A</p>	<p>When conduct so warrants, the building principal shall, in accordance with the Code of Student Conduct and the memorandum of understanding, contact the police department who has jurisdiction over the school's property.</p>
<p>Pol. 805</p>	<p>The memorandum of understanding shall provide procedures for local law enforcement response including, but not limited to, investigation of the incident, interrogation and custody of the student.</p> <p><u>Required Reports</u></p>
<p>SC 1303-A Pol. 218.1, 218.2, 222, 227</p>	<p>The Superintendent shall report to the Board the methods of discipline imposed by administrators and incidences of student misconduct, in the degree of specificity required by the Board.</p> <p>The Superintendent shall annually, by July 31, report to the Office of Safe Schools on the required form all new incidents that occurred on school property and involved conduct including, but not limited to, acts of violence, weapons, terroristic threats, controlled substances, alcohol or tobacco.</p>
<p>SC 1303-A</p>	<p>The Superintendent shall annually, no later than July 1, submit the prepared Office of Safe Schools report to the police department with jurisdiction over the school building for review and comparison with police incident data. Discrepancies shall be resolved in accordance with the procedures outlined in the memorandum of understanding.</p>
	<p>References:</p> <p>School Code – 24 P.S. Sec. 510, 1302.1-A, 1303-A, 1317, 1318</p> <p>State Board of Education Regulations – 22 PA Code Sec. 12.1 et seq., 403.1</p> <p>No Child Left Behind Act – 20 U.S.C. Sec. 7114</p> <p>Board Policy – 103, 103.1, 122, 123, 218.1, 218.2, 222, 227, 233, 235, 805</p>
	<p>PSBA Revision 5/11</p>



SECTION: PUPILS

TITLE: WEAPONS

ADOPTED:

REVISED:

	218.1. WEAPONS
1. Purpose	The Board recognizes the importance of a safe school environment relative to the educational process. Possession of weapons in the school setting is a threat to the safety of students and staff and is prohibited by law.
2. Definitions SC 1301-A, 1317.2	<p>Weapon - the term shall include but not be limited to any knife, cutting instrument, cutting tool, nunchaku, firearm, shotgun, rifle, replica of a weapon, and any other tool, instrument or implement capable of inflicting serious bodily injury.</p> <p>Possession - a student is in possession of a weapon when the weapon is found on the person of the student; in the student's locker; and under the student's control while on school property, on property being used by the school, at any school function or activity, at any school event held away from the school, or while the student is coming to or from school.</p>
3. Authority SC 1317.2 Pol. 218	The Board prohibits students from possessing and bringing weapons and replicas of weapons into any school district buildings, onto school property, to any school-sponsored activity, and onto any public vehicle providing transportation to school or a school-sponsored activity or while the student is coming to or from school.
SC 1317.2 Pol. 233	The Board shall expel for a period of not less than one (1) year any student who violates this weapons policy. Such expulsion shall be given in conformance with formal due process proceedings required by law and Board policy. The Superintendent may recommend modifications of such expulsion requirement on a case-by-case basis.
SC 1317.2 20 U.S.C. Sec. 1400 et seq Pol. 113.1	In the case of a student with disabilities, the district shall take all steps required to comply with the Individuals with Disabilities Education Act and Board policy.

218.1. WEAPONS - Pg. 2

4. Delegation of Responsibility SC 1302.1-A	The Superintendent or designee shall react promptly to information and knowledge concerning weapons on school property. Such action shall be in compliance with state law and regulation and with the procedures set forth in the memorandum of understanding with local law enforcement officials.
SC 1302.1-A, 1317.2	The Superintendent or designee shall immediately report the discovery of any weapon prohibited by this policy to local law enforcement officials and inform the student's parent/guardian .
SC 1303-A, 1317.2	The Superintendent shall annually, by July 31 , report all incidents involving acts of violence or possession of a weapon to the Office of Safe Schools on the required form in accordance with state law and regulation .
5. Guidelines	The building principal shall annually inform staff, students and parents/guardians about the Board policy prohibiting weapons and about their personal responsibility for the health, safety and welfare of the school community.
SC 1317.2	An exception to this policy may be made by the Superintendent, who shall prescribe special conditions or administrative regulations to be followed.
18 U.S.C. Sec. 921, 922	{ X } In accordance with federal law, possession or discharge of a firearm in, on, or within 1,000 feet of school grounds is prohibited. Violations shall be reported to the appropriate law enforcement agency.
SC 1317.2	<p><u>Transfer Students</u></p> <p>When the school district receives a student who transfers from a public or private school during an expulsion period for an offense involving a weapon, the district may assign that student to an alternative assignment or may provide alternative education, provided the assignment does not exceed the expulsion period.</p>
	<p>References:</p> <p>School Code – 24 P.S. Sec. 1301-A, 1302.1-A, 1303-A, 1317.2</p> <p>State Board of Education Regulations – 22 PA Code Sec. 403.1</p> <p>Possession of Weapon on School Property – 18 Pa. C.S.A. Sec. 912</p> <p>Gun Control Act – 18 U.S.C. Sec. 921, 922</p>

218.1. WEAPONS - Pg. 3

Individuals With Disabilities Education Act – 20 U.S.C. Sec. 1400 et seq.

Gun-Free Schools Act – 20 U.S.C. Sec. 7151

No Child Left Behind Act – 20 U.S.C. Sec. 7114

Individuals With Disabilities Education, Title 34, Code of Federal Regulations –
34 CFR Part 300

Board Policy – 113.1, 218, 233

PSBA Revision 5/11



SECTION: PUPILS

TITLE: TERRORISTIC THREATS

ADOPTED:

REVISED:

	218.2. TERRORISTIC THREATS
1. Purpose	The Board recognizes the danger that terroristic threats by students presents to the safety and welfare of district students, staff and community. The Board acknowledges the need for an immediate and effective response to a situation involving such a threat.
2. Definitions 18 Pa. C.S.A. Sec. 2706	Terroristic threat - shall mean a threat communicated either directly or indirectly to commit any crime of violence with the intent to terrorize another; to cause evacuation of a building, place of assembly or facility of public transportation ; or to otherwise cause serious public inconvenience, or cause terror or serious public inconvenience with reckless disregard of the risk of causing such terror or inconvenience.
3. Authority 20 U.S.C. Sec. 1400 et seq Pol. 113.1	The Board prohibits any district student from communicating terroristic threats directed at any student, employee, Board member, community member or school building. In the case of a student with disabilities, the district shall take all steps required to comply with the Individuals with Disabilities Education Act and Board policy. { <u>X</u> } If a student is expelled for making terroristic threats, the Board may require, prior to readmission, that the student provide competent and credible evidence that the student does not pose a risk of harm to others.
4. Delegation of Responsibility Title 22 Sec. 12.2	Staff members and students shall be made aware of their responsibility for informing the building principal regarding any information or knowledge relevant to a possible or actual terroristic threat. The building principal shall immediately inform the Superintendent after receiving a report of such a threat.

218.2. TERRORISTIC THREATS - Pg. 2

SC 1302.1-A Pol. 805	<p>The Superintendent or designee shall react promptly to information and knowledge concerning a possible or actual terroristic threat. Such action shall be in compliance with state law and regulation and with the procedures set forth in the memorandum of understanding with local law enforcement officials.</p> <p>The Superintendent shall be responsible for developing administrative regulations to implement this policy.</p>
SC 1303-A	<p>The Superintendent shall annually, by July 31, report all incidents of terroristic threats to the Office of Safe Schools on the required form in accordance with state law and regulation.</p> <p>References:</p> <p>School Code – 24 P. S. Sec. 1302.1-A, 1303-A</p> <p>State Board of Education Regulations – 22 PA Code Sec. 12.2</p> <p>Terroristic Threats – 18 Pa. C.S.A. Sec. 2706</p> <p>Individuals With Disabilities Education Act – 20 U.S.C. Sec. 1400 et seq.</p> <p>Individuals With Disabilities Education, Title 34, Code of Federal Regulations – 34 CFR Part 300</p> <p>Board Policy – 000, 113.1, 233, 805</p>
PSBA Revision 5/11	



SECTION: PUPILS

TITLE: TOBACCO USE

ADOPTED:

REVISED:

	222. TOBACCO USE
1. Purpose	The Board recognizes that tobacco use by students presents a health and safety hazard that can have serious consequences for both users and nonusers and the safety and environment of the schools.
2. Definition 18 Pa. C.S.A. Sec. 6306.1	For purposes of this policy, tobacco use shall be defined as use and/or possession of a lighted or unlighted cigarette, cigar and pipe; other lighted smoking product; and smokeless tobacco in any form.
3. Authority 35 P.S. Sec. 1223.5 20 U.S.C. Sec. 7183 18 Pa. C.S.A. Sec. 6306.1	<p>The Board prohibits tobacco use and possession by students at any time in a school building and on any property, buses, vans and vehicles that are owned, leased or controlled by the school district.</p> <p>The Board prohibits tobacco use and possession by students at school-sponsored activities that are held off school property.</p> <p>The school district may initiate prosecution of a student who possesses or uses tobacco in violation of this policy.</p>
4. Delegation of Responsibility SC 1303-A	<p>The Superintendent or designee shall annually notify students, parents/guardians and staff about the district's tobacco use policy by publishing such policy in the student handbook, parent newsletters, posted notices, district web site and other efficient methods.</p> <p>{ } Code of Student Conduct</p> <p>{ } district newsletter</p> <p>The Superintendent shall annually, by July 31, report all incidents of possession, use or sale of tobacco by any person on school property to the Office of Safe Schools on the required form in accordance with state law and regulation.</p> <p>The Superintendent or designee shall develop administrative regulations to implement this policy.</p>

222. TOBACCO USE - Pg. 2

<p>5. Guidelines 18 Pa. C.S.A. Sec. 6306.1</p>	<p>A student convicted of possessing or using tobacco in violation of this policy may be fined up to fifty dollars (\$50) plus court costs or admitted to alternative adjudication in lieu of imposition of a fine.</p>
	<p>References:</p>
	<p>School Code – 24 P.S. Sec. 510, 1303-A</p>
	<p>State Board of Education Regulations – 22 PA Code Sec. 403.1</p>
	<p>Tobacco Use Prohibition – 18 Pa. C.S.A. Sec. 6306.1</p>
	<p>School Tobacco Control – 35 P.S. Sec. 1223.5</p>
	<p>No Child Left Behind Act – 20 U.S.C. Sec. 7114</p>
	<p>Pro-Children Act of 2001 – 20 U.S.C. Sec. 7181 et seq.</p>
	<p>Board Policy – 000</p>
	<p>PSBA Revision 5/11</p>



SECTION: PUPILS

TITLE: SEARCHES

ADOPTED:

REVISED:

	226. SEARCHES
1. Purpose	The Board acknowledges the need to respect the rights of students to be free from unreasonable searches and seizures while fulfilling the district's interest in protecting and preserving the health, safety and welfare of the school population, enforcing rules of conduct, and maintaining an appropriate atmosphere conducive to learning.
2. Authority Pa. Const., Art. I Sec. 8 SC 510 Title 22 Sec. 12.14 U.S. Const., Amendment IV	School officials have the authority to lawfully search students or their belongings, including lockers, automobiles, electronic devices, purses, backpacks, clothing, and other possessions, without a warrant, when in school, on school grounds or when otherwise under school supervision, if there is a reasonable suspicion that the place or thing to be searched contains prohibited contraband, material that would pose a threat to the health, safety and welfare of the school population, or evidence that there has been a violation of the law, Board policy, or school rules. The scope and extent of searches must be reasonable in relation to the nature of the suspected evidence, contraband or dangerous material and to the grounds for suspecting that it may be found in the place or thing being searched.
Pol. 218.1, 223, 227	The district has a compelling interest in protecting and preserving the health, safety and welfare of the school population, which under certain circumstances may warrant general or random searches of students and their lockers, vehicles or other belongings without individualized suspicion, for the purpose of finding or preventing entry onto school property of controlled substances, weapons or other dangerous materials.
3. Delegation of Responsibility	The Board authorizes the administration to conduct searches of students or their belongings, including lockers, automobiles, electronic devices, purses, backpacks, clothing, and other possessions in accordance with the standards set forth in this policy.

<p>Title 22 Sec. 12.14</p>	<p>The Superintendent or designee, in consultation with the district solicitor, shall develop guidelines and procedures to implement this policy, and shall ensure that school staff who are involved in carrying out searches or determining when searches will be conducted receive appropriate periodic training about such procedures and currently applicable legal standards.</p> <p>Students, parents/guardians and staff shall be notified at least annually, or more often if deemed appropriate by administration, about the standards and procedures in effect pursuant to this policy.</p>
<p>4. Guidelines</p> <p>Title 22 Sec. 12.14</p>	<p><u>Individualized Suspicion Searches</u></p> <p>Students or their belongings, including lockers, automobiles, electronic devices, purses, backpacks, clothing, and other possessions, may be searched without a warrant when in school, on school grounds or when otherwise under school supervision, if there is a reasonable suspicion that the place or thing to be searched contains prohibited contraband, material that would pose a threat to the health, safety and welfare of the school population, or evidence that there has been a violation of the law, Board policy, or school rules. The scope and extent of searches must be reasonable in relation to the nature of the suspected evidence, contraband or dangerous material and to the grounds for suspecting that it may be found in the place or thing being searched.</p> <p>In determining whether reasonable suspicion exists, the principal or designee always should be able to articulate what is being looked for, and why it is thought to be located in the particular place to be searched. The scope of a search should be limited to the place or places the item sought is believed to be.</p> <p>Examination by school staff of text messages, call logs, files, images or other data contained in a student's mobile telephone or other electronic device, without the student's consent, normally constitutes a search that must be justified by reasonable suspicion that material in violation of law, district policy or school rules, or evidence of such a violation, is contained in the particular files, directories or other data locations being examined in the device.</p> <p><u>Random Or General Searches Without Individualized Suspicion</u></p> <p>Under certain circumstances, random or general searches of students and their belongings, including student lockers or vehicles parked on school property, may be conducted during the school day or upon entry into school buildings or school activities, in the absence of suspicion focused on a particular student or students, for the purpose of finding or preventing entry onto school property or</p>

	<p>activities of controlled substances, weapons or other dangerous materials. Such searches normally will be conducted in a minimally intrusive manner using screening methods such as dogs or other animals trained to detect controlled substances, explosives or other harmful materials by smell, as well as metal detectors and other technology. When such screening methods provide a reasonable suspicion that particular students, items or places possess or contain controlled substances, weapons or other dangerous material, screening may be followed by physical searches of those particular students, items or places on an individualized basis.</p> <p>Random or general searches for weapons may be conducted when there are circumstances, information or events tending to indicate increased likelihood that students may be armed or headed for physical confrontation because of community strife or tensions, or as a continuation or escalation of a prior incident, in or out of school, which threatens to spill over into school, into a school-sponsored activity, or into other times and places that students are under school supervision.</p> <p>Random or general searches for controlled substances may be conducted when there are circumstances, events or information tending to indicate significant drug use, possession or trafficking among students in school.</p> <p>Pol. 805</p> <p>{ } Random or general searches not based on individualized suspicion must be approved in advance by the Superintendent or designee, in consultation with the district solicitor. Coordination with law enforcement officials will be accomplished as provided in the memorandum of understanding with the applicable law enforcement agency.</p> <p><u>Searches Upon Consent</u></p> <p>Searches may be conducted at any time, with or without reasonable suspicion, if the student has given knowing and voluntary consent specific to the place to be searched.</p> <p>Pol. 223</p> <p>{X} } The administration may establish rules and procedures governing certain privileges enjoyed by students, such as the privilege of parking a vehicle on school grounds, that make the student's consent to random searches or inspections a condition of access to the privilege.</p>
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Pol. 805

Searches By Or At The Request Of Law Enforcement Officials

The legal standards governing searches initiated by school officials are less strict than the standards applicable to law enforcement authorities in many situations. When searches of students, student belongings, vehicles or lockers are conducted by or at the request of law enforcement officials, with or without the involvement of school staff, the law enforcement officials are solely responsible for ensuring that a warrant has been issued or that the circumstances otherwise permit the search to be lawfully conducted in accordance with the standards applicable to law enforcement actions. School staff will not interfere with or obstruct searches initiated by law enforcement, but may assist when law enforcement officials have requested such assistance and have represented that a warrant has been issued or that they otherwise have proper authority for a lawful search.

Locker Inspections And Searches

Lockers are assigned to or otherwise made available to students as a convenience for the safe storage of books, clothing, school materials and limited personal property, and to facilitate movement between classes and activities and to and from school. Such lockers are and shall remain the property of the school district, and to the extent students have any expectation of privacy of lockers at all, it is very limited.

No student may place or keep in a locker any substance or object that is prohibited by law, Board policy or school rules, or that constitutes a threat to the health, safety or welfare of the occupants of the school building or the building itself. Students are required to ensure that their lockers do not contain spoiled food items or beverages, or soiled clothing which may attract pests, create odors or cause unhealthy conditions. A student locker may be opened and inspected for cleanliness, with or without the consent of the student, whenever there are odors, pests or other indications that a locker contains spoiled food, soiled clothing in need of laundering or similarly unhealthy matter.

Students are exclusively responsible for locking their assigned lockers to ensure the security of their personal belongings and school property entrusted to them. Students are permitted to secure their assigned lockers only with locks provided by the district, or if the district does not provide locks, personal combination locks for which the combination has been provided to designated school staff.

Prior to an individual locker search or inspection, the student to whom the locker is assigned shall be notified and be given a reasonable opportunity to be present. However, when there is a reasonable suspicion that a locker contains materials which pose a threat to the health, welfare or safety of the school population, student lockers may be searched without prior notice to the student.

The principal or a designated staff person shall be present whenever a student locker is inspected for cleanliness or is searched. The principal or designee shall maintain written records of all occasions when a locker is searched or inspected. Such records shall include the reason(s) for the search, persons present, objects found and their disposition.

Searches Involving Removal Of Clothing Or Examination Beneath Clothing

Searches of students involving the removal of undergarments or examination beneath undergarments are subject to stricter standards than are required to justify other searches of a student's person or belongings. Such searches are permitted only when the basis for suspicion establishes either:

1. That the reasons for believing that the items being searched for are concealed specifically inside undergarments are stronger reasons than grounds that would support only a more general reasonable suspicion that the student is in possession of the items or has them somewhere on the student's person; or,
2. That the quantity or nature of the items being sought present a higher level of danger to the school population than other kinds of contraband.

Searches involving the removal of or examination beneath any clothing of a student, other than jackets, coats or other outerwear, shall be conducted only by a staff person of the same gender as the student, with at least one (1) other staff person of the same gender present as a witness, and in a location assuring privacy from observation by persons not involved in the search or of the opposite sex.

{ } Searches involving the removal of undergarments or examination beneath undergarments will be conducted only after consultation with the district solicitor.

Handling And Disposal Of Items Found In The Course Of Searches

Any items or material found during a search or inspection, the student's possession of which is in violation of law, district policies or school rules, or otherwise is evidence of such a violation, may be confiscated, and may be used as evidence in student discipline proceedings or a criminal investigation, even if such items or material were not the original objective of the search or inspection.

The principal shall be responsible to ensure that confiscated items or material are properly inventoried and secured until the conclusion of disciplinary action, if any, and are then properly disposed of if not appropriate to be returned to the student. Items or materials that are evidence of a criminal offense, or that are not lawful for ordinary citizens to possess will be promptly turned over to proper law enforcement authorities for custody or disposal.

References:

Pennsylvania Constitution – PA Const. Art. I, Sec. 8

School Code – 24 P.S. Sec. 510

State Board of Education Regulations – 22 PA Code Sec. 12.14

United States Constitution – Amendment IV

Board Policy – 218.1, 223, 227, 805

In re F.B., 555 Pa. 661, 726 A.2d 361, 368 (1999)

Commonwealth v. Cass, 551 Pa. 25, 709 A.2d 350, 355-56 (1998)

Safford Unified School Dist. No. 1 v. Redding, 129 S.Ct. 2633 (U.S. 2009)

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