



**Apollo-Ridge School Board Legislative Meeting**  
 Apollo-Ridge High School Community Room  
 Monday, August 24, 2015, 6:30 p.m.

**MINUTES**

**I. Call Meeting to Order**

The meeting was called to order by Board President, Mr. Gregory Primm, at 6:40 p.m. Mrs. Jennie Ivory, Board Secretary, was requested to conduct the roll call and following same, declared a quorum present.

**II. Pledge of Allegiance to the Flag**

**III. Roll Call**

**Board Members Present:** Mr. Dominick Duso, Mr. Jim Ferguson, Mrs. Sharon Jaworskyj, Mr. Rick Fetterman  
 Mr. Dan Obriot, Mr. Gregory Primm, Mrs. Susan Wenckowski

**Board Members Absent:** Mr. Paul King, Mr. Forrest Schultz

**Administrators Present:** Dr. Matthew Curci  
 Mrs. Sarah Backus

**Administrators Absent:** Not required to attend

**Guests:** Mrs. Sandra Cecchini, A-REA Representative  
 Mr. Andy Jones, Student Council  
 Mr. George Guido, Valley News Dispatch  
 Mrs. Debi Carnahan  
 Mrs. Becky Ross  
 Mr. Eric Palmer  
 Mr. Jason Taller

**Solicitor:** Mr. Matthew Hoffman, Esq.

**IV. BOARD AND SUPERINTENDENT REPORTS**

A. Lenape Vocational Technical School

Mrs. Jaworskyj reported on the August 20 Joint Operating Committee Meeting:

- Mr. Fahlor reported that a section of the roof will be treated with a spray-on membrane to see how it holds up before treating the entire roof.
- 568 students are enrolled for the 2015-2016 school year.
- August 19 was the first student day.
- Approved the disposal of obsolete equipment and accepted a \$1500 donation for the welding program.
- Approved a number of policies and the first reading of several others.
- Approved instructional substitutes and a number of resignations, new hires, and leaves.
- Fall classes are forming for the BC3 Community College at Armstrong.

## B. ARIN Intermediate Unit #28

Mrs. Wenckowski reported on the August 18 Board of Directors meeting:

- Personnel: 3 resignations, 2 employments, 4 changes in status, layoff of 12 paraprofessionals, and 4 internships were approved.
- Business: Approved two day-to-day substitute teachers for 2015-2016, and the retirement of Ms. Lynne Snyder, with 25 years of PSERS service.
- Approved several grants and other funding for several programs.
- Approved contracts for technology, PT/OT, Early Intervention, and adult programs.
- Approved Budget Transfers for the 2014-2015 General Operating Budget and the tentative 2015-2016 Interest Earnings Proration.

## C. Legislation – No report given by Mr. Obriot

## D. Apollo-Ridge Education Foundation (Mr. Dominick Duso)

- Membership Enrollment – Dues \$25 Annually or \$100 Lifetime. Annual memberships run July 1 through June 30. Membership applications are included in the Annual Report found on the counter in the back of the boardroom.
- Annual Report - The Annual Report outlines the Foundation's activities and events and includes information on the upcoming Gala/Silent Auction.
- Innovative Projects Grant Applications - Staff members wishing to receive Innovative Projects grants may find applications on the Foundation's website at Apollo-RidgeEducationFoundation.org. Applications are due October 1 and will be funded at the October 27 School Board meeting.
- Gala/Silent Auction Update - The Foundation has received \$6,300 from sponsors and an additional \$3,500 in donated items for this year's event.

## E. Superintendent Report (Dr. Matthew E. Curci)

- First Day of School Recap
- UPCOMING DATES
  - September 7 - Labor Day Holiday - District Closed
  - September 10 – High School Picture Day
  - September 21 - BrainSteps Parent Training, 5:00 PM
  - September 24 - Elementary School Picture Day
  - September 30 - Armstrong County Band Festival

## F. Student Council – No report given by Mr. Jones

## IV. RESOLUTIONS

A. Finance**Resolution A-1**

**Be it resolved** that the Apollo-Ridge Board approves payment of District Bills for the period June 22, 2015 through August 20, 2015 in the amount of \$1,492,492.12, and the Treasurer's Reports for June and July 2015.

**Resolution A-2**

**Be it resolved** that the Apollo-Ridge Board approves the agreement with The Family Counseling Center to provide services under the Student Assistance Program for the 2015-2016 school year, as marked Exhibit A-2.

**Resolution A-3**

**Be it resolved** that the Apollo-Ridge Board approves the agreement with Pennsylvania Educator's Clearinghouse to accept professional and non-instructional employment applications via the internet for the 2015-2016 school year, as marked Exhibit A-3.

**Resolution A-4**

**Be it resolved** that the Apollo-Ridge Board approves the agreement with Armstrong-Indiana-Clarion Drug & Alcohol Commission to provide services under the Student Assistance Program for the 2015-2016 school year, as marked Exhibit A-4.

**Resolution A-5**

**Be it resolved** that the Apollo-Ridge Board approves the agreement with NHS School to provide services for students with behavioral needs for the 2015-2016 school year, as marked Exhibit A-5.

**Resolution A-6**

**Be it resolved** that the Apollo-Ridge Board approves the agreement with Kiskiminetas Township Police Department to provide security at the District events, as marked Exhibit A-6.

**Resolution A-7**

**Be it resolved** that the Apollo-Ridge Board approves the Mutual Aide MOU with ARIN IU 28 to assist in addressing the needs of students and employees in the event of a large disaster or extraordinary event, as marked Exhibit A-7.

<b>Be it resolved</b> that the Apollo-Ridge Board approves Finance resolutions A-1 through A-7.	
A-1 Payment of District Bills and Treasurer's Report for June and July 2015 A-2 Family Counseling Center Agreement A-3 PA-Educator's Clearinghouse Agreement A-4 AICDAC Agreement A-5 NHS School Agreement A-6 Kiski Township Agreement A-7 Mutual Aide Memorandum	
Motion: Mr. Duso	Second: Mr. Fetterman
Motion Passed: 7 AYE	0 NAY

**B. Personnel**

**Resolution B-1**

**Be it resolved** that the Apollo-Ridge Board accepts the resignation of Mr. Alan Johnson as 8<sup>th</sup> Grade Boys Basketball Coach, effective August 24, 2015.

**Resolution B-2**

**Be it resolved** that the Apollo-Ridge Board approves 2015-2016 supplemental contracts as marked Exhibit B-2.

**Resolution B-3**

**Be it resolved** that the Apollo-Ridge Board approves 2015-2015 district-hired substitute personnel as marked Exhibit B-3.

**Resolution B-4**

**Be it resolved** that the Apollo-Ridge Board approves Mr. Gary Bell, Rural Valley, as a part-time (4-hour) custodian, effective August 25, 2015, with salary and benefits as per the SEIU 32BJ agreement.

**Resolution B-5**

**Be it resolved** that the Apollo-Ridge Board approves Mr. Brian McCormick, Spring Church, as a driver for special activities at the Apollo-Ridge School District for the 2015-2016 school year at a rate of \$25 per hour, pending receipt of Acts 34, 114, 151, and 168 clearances.

<b>Be it resolved</b> that the Apollo-Ridge Board approves Personnel resolutions B-1 through B-5.	
B-1 Resignation: Johnson B-2 2015-2016 Supplemental Contracts B-3 2015-2016 Substitute Personnel B-4 New Hire: Bell B-5 Apollo-Ridge Driver: McCormick	
Motion: Mrs. Jaworskyj	Second: Mrs. Wenckowski
Motion Passed: 7 AYE	0 NAY

**C. Curriculum**

**Resolution C-1**

**Be it resolved** that the Apollo-Ridge Board authorizes the District to submit the Apollo-Ridge Comprehensive Plan for July 1, 2016 through June 20, 2019, as presented, to the Pennsylvania Department of Education for final approval.

**Resolution C-2**

**Be it resolved** that the Apollo-Ridge Board approves conference attendance, as marked Exhibit C-2.

<b>Be it resolved</b> that the Apollo-Ridge Board approves Curriculum resolutions C-1 through C-2.	
C-1 Comprehensive Plan Submission C-2 Conference Attendance	
Motion: Mr. Duso	Second: Mr. Obriot
Motion Passed: 7 AYE	0 NAY

**D. Student Activities**

**Resolution D-1**

**Be it resolved** that the Apollo-Ridge Board approves the application as presented for Wrestling as a Club Sport for students ages 5-13, during the 2015-2016 School Year, pending the receipt of all required items as designated under Board Policy 122.1: Club Sports.

<b>Be it resolved</b> that the Apollo-Ridge Board approves Student Activities resolution D-1.	
D-1 Club Sport: Wrestling	
Motion: Mr. Duso	Second: Mr. Obriot
Motion Passed: 7 AYE	0 NAY

**E. Student Transportation**

**F. Facilities and Property Services**

**Resolution F-1**

**Be it resolved** that the Apollo-Ridge Board rejects all submitted bids for the renovation of the district ball fields.

<b>Be it resolved</b> that the Apollo-Ridge Board approves Facilities and Property Services resolution F-1.	
F-1 Ball Field Bid Rejection	
Motion: Mr. Duso	Second: Mr. Fetterman
Motion Passed: 7 AYE	0 NAY

**G. Food and Nutrition Services**

**H. Legislation – Board Policy**

**Resolution H-1**

**Be it resolved** that the Apollo-Ridge Board approves the second reading of revised Board Policy 819: Suicide Awareness and Prevention, as marked Exhibit H-1.

**Resolution H-2**

**Be it resolved** that the Apollo-Ridge Board approves the second reading of revised Board Policy 916: School Volunteers, as marked Exhibit H-2.

**Resolution H-3**

**Be it resolved** that the that the Apollo-Ridge Board approves the slate of candidates to be submitted via electronic ballot for the 2015 PSBA Officers, as follows:

PRESIDENT ELECT: Mary D. Birks

VICE PRESIDENT: Robert Schwartz

**Be it resolved** that the Apollo-Ridge Board approves Legislation/Board Policy resolutions H-1 through H-3.

H-1 Second Reading Board Policy 819: Suicide Awareness and Prevention

H-2 Second Reading Board Policy 916: School Volunteers

H-3 PSBA Election of Officers

Motion: Mr. Fetterman

Second: Mr. Duso

Motion Passed: 7 AYE

0 NAY

**VIII. Hearing of the General Public****IX. Old Business****X. Adjournment**

Motion to Adjourn

Motion: Mr. Ferguson

Second: Mrs. Wenckowski

Voice Vote: 7 AYE 0 NAY

Meeting adjourned at 7:00 PM

EXECUTIVE SESSION

No Executive Session

**NEXT MEETING DATES:** Monday, September 21, 2015 – COMMITTEE  
Monday, September 28, 2015 – LEGISLATIVE

**STUDENT ASSISTANCE PROGRAM  
APOLLO RIDGE SCHOOL DISTRICT  
LETTER OF AGREEMENT**

The Armstrong-Indiana Behavioral and Developmental Health Program and the Apollo Ridge School District will work cooperatively in providing services under the Student Assistance Program to best serve the students' needs. The Family Counseling Center is the provider for the Armstrong-Indiana Behavioral and Developmental Health Program within the Apollo Ridge School District. The person designated to serve as the Student Assistance Mental Health Liaison for the 2015-2016 school year is Anita T. Smith. In the event that the designated liaison is unavailable, an individual identified by the Family Counseling Center will assume the necessary responsibilities. Both the school and Family Counseling Center will work to include the parents/guardians in all phases of the Student Assistance Program.

The responsibilities of the Mental Health Liaison from the Family Counseling Center are as follows:

- To serve as a member of each core team within the secondary schools in the Apollo Ridge School District, and attempt to attend at least 2 team meetings per month per team. The liaison will attend additional meetings when the need arises, when requested by school personnel, and as schedules permit.
- To provide ongoing consultation to the core teams and any other school staff involved with the SAP process. To help identify appropriate interventions and actions for students and families within the school and community. This will occur during team meetings attended by the liaison. The liaison will be available for consultation between school visits via phone contacts.
- To provide mental health assessments of students within the school setting when deemed appropriate and parent permission has been obtained. Liaison will explain options and assist parents and students in accessing the appropriate services within the community for further assessment of mental health needs as indicated by the assessment process. This will include, but not be limited to, scheduling intakes at the Family Counseling Center for school-referred clients and/or making referrals to the CASSP Program. For students referred to the Family Counseling Center, the Center will provide a multidisciplinary clinical team at Family Counseling Center which offers individual, family, and/or group therapy, as well as, case management and psychiatric consultation to the school referred client. In such cases, the Family

Counseling Center will attempt to obtain necessary releases of information from clients who are from the Apollo Ridge School District in order to transfer and share information to the SAP program for purposes of continuity and benefit to the student..

- To provide follow-up and support for parents and students through assessment and treatment.
- To participate in interventions with students and parents when deemed appropriate and when requested by school personnel.
- To facilitate and support the school based aftercare plan for students who are returning to school from treatment (ex. Day Treatment, RTF, hospitalization).
- To provide on-site emergency assessment and crisis intervention as needed by the schools within the Apollo Ridge School District. Assist in linking schools and/or families with community services for emergency crisis assistance when needed.
- To facilitate and/or assist with "Postvention" efforts in the event of any tragic death including suicide of a student, teacher, or community member that would adversely affect the school community.
- To provide consultation, assessment (with signed parental permission), emergency assessment/crisis intervention, follow-up, and Postvention services as requested and deemed appropriate within the elementary schools of the Apollo Ridge School District.
- To coordinate referrals to SAP from CASSP and other community mental health agencies.
- As a core team member, to participate in team maintenance, program evaluation activities, and training as requested by each team. The mental health liaison will receive and maintain SAP certification.
- To maintain appropriate data to assist schools and MH/MR in completing reports as requested by funding sources.

The responsibilities of the Apollo Ridge School District Student Assistance Teams are as follows:

- To provide a school calendar, list of current core team members, copy of district suicide/mental health crisis policy, drug and alcohol policy, school safety plan, schedule of special activities, and any other school policies which may affect SAP services, to the mental health liaison from Family Counseling Center prior to the beginning of each school year.
- To notify the mental health liaison in regard to date, time, and place of the next meeting. This may occur at the team meeting. To notify the liaison of meeting cancellations.
- To discuss reasons for and relevant background information in regard to a student being referred for assessment. This may occur at the team meeting.
- To obtain parent permission before the mental health liaison has direct contact with any student, unless the situation is deemed a crisis by school personnel. If this is the case, parent will be contacted as soon as possible.
- To provide appropriate space in the school where services can be provided in a safe and confidential manner.
- To work in conjunction with the liaison to include parents/guardians in the complete SAP process. The school will provide assistance to the MH liaison when contacting parents regarding recommendations when necessary. To schedule parent/family conferences when appropriate.
- To notify the liaison from Family Counseling Center when an on-site emergency assessment or crisis intervention is required.
- To obtain necessary releases on information in order to transfer information to/from the Family Counseling Center.

It will be the responsibility of both the Family Counseling Center and the Student Assistance Core Teams to maintain confidentiality as required by the SAP guidelines and the MH/MR regulations.

This agreement can be amended by mutual agreement of both parties.

**PA EDUCATOR**  
Contract of Service

THIS CONTRACT OF SERVICE is made and entered into this 17<sup>TH</sup> day of August, 2015 by and between the Pennsylvania Educators' Clearinghouse, PA-Educator.net, (hereinafter referred to as "Clearinghouse").

APOLLO RIDGE SCHOOL DISTRICT - Educational Entity (hereinafter referred to as "Educational Entity").

WITNESSTH:

WHEREAS, the Educational Entity is interested in accepting applications for employment by Professional and Non-Certificated employees via the Internet; and

WHEREAS, the Clearinghouse has developed a web site for providing said services.

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

The Educational Entity agrees to review and consider applications for employment for professional and non-certificated employees through a web site provided by the Clearinghouse.

The Clearinghouse shall assign a password and identification number to the Educational Entity for access to the web site.

The Educational Entity agrees that the password and identification number shall be used solely by the Educational Entity for purposes contained herein and shall not be distributed to any other school Educational Entity, organization, or individual.

The Educational Entity agrees that the Clearinghouse shall charge an annual user fee to the Educational Entity for use of the web site. The user fee will be \$1,750.00 and cover the time period, July 1, 2015, through June 30, 2016. The user fee shall be based upon the weighted average daily membership (WADM) of the Educational Entity and the state aid ratio (if applicable) applied to the Educational Entity. The parties agree that the Clearinghouse shall submit an invoice to the Educational Entity annually as notice of the fee owed by the

Educational Entity. If the Educational Entity is not satisfied with the amount of the invoice for any reason, the Educational Entity has the right to cancel this Agreement upon accrued payment in full with no further obligation to the Clearinghouse.

The Clearinghouse shall indemnify, hold harmless, and defend Educational Entity, its Board, officers, employees, and agents from and against any and all costs, expenses (including reasonable counsel fees), liabilities, losses, damages, suits, actions, fines, penalties, claims, or

demands of any kind and asserted by or on behalf of any person or governmental authority arising out of or in any way connected with the performance of Clearinghouse's obligation under this Agreement except as the same may be caused by the negligence of the Educational Entity, its employees, agents, or invitees and as otherwise contained herein.

Educational Entity shall indemnify, hold harmless, and defend Clearinghouse, its Board, officers, employees, and agents from and against any and all costs, expenses (including reasonable counsel fees), liabilities, losses, damages, suits, actions, fines, penalties, claims or demands of any kind and asserted by or on behalf of any person or governmental authority arising out of the Educational Entity's misuse of information obtained through the web site including, but not limited to, (i.) any violation of the privacy rights of the applicant, (ii.) unauthorized distribution or use of the assigned password and identification number, or (iii.) discriminatory hiring practices by the Educational Entity.

IN WITNESS WHEREOF, the parties hereto have set their hands and seal the day and year above first written.

## EXHIBIT A-4

**Armstrong-Indiana-Clarion Drug and Alcohol Commission Student Assistance Program Agreement**

This letter of agreement is between Armstrong-Indiana-Clarion Drug and Alcohol Commission and the Apollo Ridge School District for the 2015-2016 school year. Whereas, both parties agree to cooperate mutually in the provision of services for the Student Assistance Program Initiative.

The Armstrong-Indiana-Clarion Drug and Alcohol Commission agrees to provide a Drug and Alcohol SAP Liaison to each Student Assistance Core Program during the 2015-2016 school year. The Drug and Alcohol SAP Liaison will serve as a team member but will not view the written student educational records without parental consent.

The duties of the Drug and Alcohol SAP Liaison will be as follows:

- A Drug and Alcohol SAP Liaison will attend a minimum of one Secondary School Core Team meeting per month to provide assistance with student referrals.
- A Drug and Alcohol SAP Liaison will conduct student interviews (as needed), along with another SAP team member, to obtain information about an individual student. The interview will be conducted after the behavioral checklists have been distributed and summarized and after written parental permission has been obtained.
- A Drug and Alcohol SAP Liaison will provide crisis assistance/intervention and management to students and faculty as needed.
- A Drug and Alcohol SAP Liaison will complete drug and alcohol assessments in the school setting and/or assist in making arrangements for assessments to be completed at a licensed drug and alcohol facility (based on the student/parent/school preference).
- A Drug and Alcohol SAP Liaison will provide information regarding the outcome of said assessments in compliance with the State and Federal Drug and Alcohol Confidentiality Guidelines.
- A Drug and Alcohol SAP Liaison will provide information regarding community agencies to assist the SAP Team, students, and families.
- A Drug and Alcohol SAP Liaison will assist with faculty in-service and student orientation, as requested, within the limitations of staff availability and funding.
- A Drug and Alcohol SAP Liaison will provide ongoing technical assistance and consultation to the SAP Team.
- A Drug and Alcohol SAP Liaison will provide assistance to SAP in maintaining SAP records and compiling the statistics regarding SAP activities.
- A Drug and Alcohol SAP Liaison will follow the DDAP Treatment Manual requirements for record keeping.
- A Drug and Alcohol SAP Liaison will follow the conflict resolution process as developed by the Commonwealth Student Assistance Program Interagency Committee.

The duties of the School District SAP Core team will be as follows:

- The Apollo Ridge School District agrees to provide a Student Assistance Core Team that complies with state guidelines (BEC 24 P.S. 15-1547) for membership, training, common planning times, and ongoing maintenance.
- The SAP Core Team will provide referrals to the Drug and Alcohol SAP Liaison through a verbal summary describing the reasons for referral and any school-based collection of data, when appropriate and applicable, by the team such as behavior checklists, academic records, disciplinary records, parent checklists, student schedule, and signed parent permission form.
- Contact parent or guardian of identified students in order to explain referral, gather information, and obtain permission to involve students in the Student Assistance Program.
- With all referrals, the Core team will be responsible for issuing necessary student passes and appropriate space in the school where services can be provided with safety and privacy. If a student is unavailable for a scheduled appointment, a member of the Core team will notify the assigned liaison as soon as possible.
- The Core team will be responsible for orienting referred students to the SAP Process and providing explanation of the reason for referral prior to meeting with the Drug and Alcohol SAP Liaison.
- Provide in-school monitoring of students as indicated.
- Faculty and student orientation to the Student Assistance Program that includes staff, services, and referral procedures as necessary.
- Provide the Drug and Alcohol SAP Liaison with copies of the District's drug/alcohol, tobacco, suicide/mental health crisis policies, school calendar, a schedule of special activities, and any other school policies which may affect Student Assistance Program services.
- Submit data (bubble sheets and on-line reporting) regarding the Student Assistance Program as requested to the Department of Drug and Alcohol Programs, Education, and Public Welfare.
- Follow the conflict resolution process as developed by the Commonwealth Student Assistance Program Interagency Committee.



## EXHIBIT A-5

## AGREEMENT WITH NHS SCHOOL

This AGREEMENT made this 20th day of May 2015, by and between Apollo Ridge School District (hereinafter the "School District") whose principal place of business is located P.O. Box 219 Spring Church, Pa 15686, and NHS Pennsylvania (hereinafter the "NHS School"), whose principal place of business is located at 425 Main Street Youngstown, PA 15696 with the school located at 109 Owens View Ave. Apollo Pa 15601.

WHEREAS, the School District is responsible for providing a free and appropriate education to school age children with Autism and/or Emotional Disturbance residing within the school district; and

WHEREAS, NHS operates a private academic school licensed by the Pennsylvania Department of Education to provide educational services to children with Autism and/or Emotional Disturbance; and

WHEREAS the School District seeks to contract with NHS to provide educational services to students with Autism and/or Emotional Disturbance whom the School District, the student's parents or guardian and NHS have determined will benefit from placement in the NHS School.

Now, therefore, in consideration of the mutual promises contained herein, the parties, by their duly authorized representatives, and intending to be legally bound, agree as follows:

I. Term of Agreement: The term of this Agreement will be from August 1, 2015 through and including July 31, 2016.

II. Responsibilities of the NHS School

A. Facilities

1. NHS School has obtained and will maintain all state and local licenses and permits necessary to occupy and utilize the facilities to be used to provide educational services to school aged children enrolled in the NHS School. The School District may obtain copies of any licenses and permits from NHS School upon request.
2. NHS School will post its occupancy certificate at all times.

B. Staffing

1. NHS School will assure that each School employee meets applicable age, health, licensure and certification requirements and will obtain both child abuse and criminal history background clearances for employees to the extent required by state law.
2. NHS will maintain records of every School employee's compliance with applicable requirements as set forth in paragraph B.1 above, and, upon request, will provide the School District with copies of documents establishing compliance by an NHS School employee.
3. NHS School will assure that classes at the pre-school, elementary and secondary level will be taught by a teacher holding a certificate in special education or who has a private academic certificate (evidencing graduation from an approved four-year college or university and having completed 24 semester hours in the theory of special education). In the event that the NHS School must utilize a substitute teacher on a temporary basis, it may accept a public certification by the substitute teacher in other education content areas

C. Student Attendance

1. The NHS School academic year is established by the NHS School.
2. NHS School will comply with applicable state requirements regarding attendance and will maintain and forward student attendance records to the designated School District representative on a weekly basis.
3. Representatives from the School District and NHS School will meet to discuss unauthorized absences exceeding five days.
4. NHS School may suspend or expel a student to the extent permitted by and subject to the provisions of the Individuals With Disabilities Education Act and its accompanying regulations, the Pennsylvania School Code and the regulations of the State Board of Education.

D. Student Records and Progress Reports

1. The NHS School will maintain students' academic and permanent records to include the following:
  - a. diagnostic tests and reports, including tests and examinations performed by a school psychologist.
  - b. progress reports for each marking period.
  - c. evaluation reports and re-evaluation reports.
  - d. prior school's records (if available).
  - e. individual education program ("IEP") plan.
  - f. health records received from the School District (physician report, immunization record, dental exam).
  - g. miscellaneous records including monthly behavioral assessments, incident reports, and functional assessments.
2. The NHS School will send Progress Reports for every student to the designated School District representative and to the students' parents or guardian quarterly unless requested otherwise by the School District and the parents or guardian of a student. The Progress Reports will contain such information as the School District and the NHS School have agreed to include in the reports but, at a minimum, will contain data reflecting a student's IEP goal areas and outcome measures.

E. Compliance with Safe Schools Requirements: NHS School will maintain and send a written report to the School District of all incidents involving acts of violence; possession of a weapon; possession, use or sale of alcohol, or tobacco by any student.

F. School Health Services

1. NHS School will provide or arrange through the School District for the provision of school nursing services to students enrolled in the NHS School.
2. NHS School employees who interact with students will be trained to provide CPR and first aid services. Training will include first aid, Heimlich techniques, cardiopulmonary resuscitation and universal precautions, crisis intervention, behavior management and general health and special issues (e.g., seizure disorders, asthma) that can affect a student.
3. NHS will maintain and administer medications as follows:
  - a. Prescription and over-the-counter medications shall be kept in their original containers and in a locked container.
  - b. The original containers of medication shall be labeled with a pharmacy label that includes the child's name, medication name, date the prescription was issued, dosage, and physician's name. Original labels should be on the container.
  - c. Prescription medications shall be used only by the child for whom the medication was prescribed.
  - d. Administration of medications will be administered by identified and trained School staff. Yearly medication administration refresher training will be conducted with identified staff.
  - e. Oversight of medication administration, medication logs, medication storage, and staff training needs will be monitored by a health professional at NHS School. (Health professional can include but is not limited to a LPN, RN, CRNP, PA).

f. Medication administration will be reported, indicating what medication was given, the time the medication was given, the dosage administered, and who administered the medication. Any medication error will be logged and an incident report will be completed and forwarded to the child's parent and to the School District. All medication errors will have a plan of correction and follow up for prevention of further error.

G. Academic Standards and Assessment

1. NHS School will comply with academic standards under 22 Pa. Code Section 4.28 relating to "Special Education", with Sections 51.51 through 51.53 addressing "Course of Study and Instructional Equipment" and with Sections 59.21 through 59.23 addressing "Program of Instruction, Instructional Equipment and Materials and Library/Media Services."
2. NHS School will conduct an intake conference with every student and the parent or guardian of every student to assure the appropriateness of placement of each student and to select each student's curriculum.
3. NHS School will comply with all curriculum requirements specified by state law. Written planned course outlines will be maintained on file for subjects taught.
4. NHS School may also provide basic education, which includes a core curriculum of math, social studies, and English. Physical education is also a component of the basic program.
5. NHS School, if requested by the School District, will register with PDE and administer the appropriate State assessments, in accordance with 22 Pa. Code § 4.51 (relating to the State Assessment System).
6. NHS School will design a specialized program to meet the needs of the students exceptionalities, regular curricula will be adapted, if possible, and an emphasis will be placed on life skills for those students whose individual needs, as reflected in their IEP, requires programs different from the standard curriculum.

H. Special Education Services and Programs

1. NHS School will assist the School District in the development and implementation of an IEP for each student consistent with the provisions of 22 Pa. Code § 59.5 (Individualized Education Program) and with a student's specialized curriculum as well as Chapter 14 and the Individuals with Disabilities in Education Act ("IDEA").
2. NHS School will assist the School District in the periodic (at least annual) reviews of each student's IEP.

I. Student Admission Criteria

1. To be admitted to the NHS School, a prospective student must:
  - a. have a diagnosis of PDD, Aspergers, Autism and/or Emotional Disturbance and be eligible for special education services as determined by the student's home school district.
  - b. be at least 4 years and 7 months old before the first day of the school term provided; however, that upon agreement of the School District, NHS School and a child's parents or guardian, a child who otherwise is appropriate for admission to the School and who will attain the minimum age within ten days of the first day of the school term, may be admitted to the NHS School.
2. Students who are placed on a waiting list to attend the NHS School may be admitted to the School consistent with available openings in classrooms, matching of skill level with other students in their potential class, the age of the student, and the benefit to the student to attend the school.

J. Periodic Review: NHS School will review each student at the end of each progress review as to their readiness to return to their home school.

K. Non-Discrimination Clause: NHS School will not discriminate against any employee or student on account of age, race, color, sex, religious creed, national origin, marital status, or handicap.

L. Insurance

1. NHS School will, at its sole cost and expense, procure and maintain in full force and effect, insurance covering the performance of the services rendered under this Agreement in the following types:
  - a. General Liability Insurance/Professional Liability Insurance in the amount of \$1 million.
  - b. Workers' Compensation and Employers' Liability Insurance.
2. NHS School will also obtain any other insurance coverage as may be required by law.
3. All insurance provided for in this section shall be obtained under valid and enforceable policies issues by insurers of recognized responsibility which are licensed to do business in the Commonwealth of Pennsylvania. NHS will provide a copy of the certificate of insurance to the School District.
4. A copy of the certificate of insurance will be provided to the school district.

M. Risk and Indemnification

1. NHS School, as an independent contractor, assumes all risks and responsibilities for losses which can be attributed directly to the actions of NHS and its employees and agents in fulfilling its responsibilities under this Agreement.
2. NHS School agrees to indemnify and hold harmless, but not to defend, the School District and its employees and agents for, or on account of, liability arising out of the act, omission or misconduct which can be attributable directly to NHS and its employees and agents in fulfilling their responsibilities under the terms of this Agreement.

N. Complaints and Grievances: NHS and the School District will mutually develop and adopt policies and procedures relating to the identification and resolution of complaints or grievances presented to either party by any student or a student's parents or guardian.

O. School Food Services

1. NHS School is not responsible for and does not provide meals for students. A parent or guardian may provide or arrange for meals for their child.

III. School District Responsibilities

A. Maintenance of Records: The School District will maintain complete and accurate records for each student at the NHS School including but not limited to information concerning the number of hours of instruction in each curricular subdivision, scholastic achievement, test scores and student health.

B. Student Visitation: School District representatives and counselors may routinely visit students during regular NHS School hours of operation.

C. Transportation: School District will transport students from their homes to the NHS School and from the NHS School to their homes including when the students attend school-related activities.

D. Safe Schools: School District will supervise and monitor compliance by NHS School with the provisions of Article XIII-A of the School Code relating to "Safe Schools" requirements.

E. Academic Standards: School District will supervise and monitor compliance by NHS School with the provisions set forth at Title 22 Pa. Code §§ 4.28 (Special Education), 4.51 (State Assessment System) relating to Academic Standards and Assessment, Chapter 14 relating to Special Education Services and Programs and the IDEA.

F. Risk and Indemnification

1. School District assumes all risks and responsibilities for losses which can be attributed directly to the actions of the School District and its employees and agents.
2. Subject to and with reservation of immunities from liability and limitations of liability as may be provided to the School District by applicable law, including, but not limited to, the Political Subdivision Tort Claims Act, School District agrees to indemnify and hold harmless but not to defend NHS School, its employees and agents for, or on account of liability arising out of the act, omission or misconduct which can be attributed directly to the School District, its employees and agents in fulfilling its responsibilities under this Agreement.

G. Payments: The NHS school year follows the School District's calendar and is a minimum 180 days in length excluding In-district classroom days. School District will pay NHS for each student enrolled in the NHS School for each day a student is enrolled regardless of the number of days of school the student attends. The School District will pay bills submitted by NHS Schools within 30 days of receipt at the fees \*SEE ATTACHED RATE SHEET page 10a

IV. General Terms and Conditions

- A. Confidentiality: NHS School and the School District, their agents and employees will perform their respective obligations under this Agreement in such manner as to insure that records, names, and identities of students enrolled in the NHS School shall remain confidential, except as disclosure is authorized or permitted by state or federal law and the terms of this Agreement. Neither party will use or disclose information in a manner that would violate the requirements set out in the Health Insurance Portability and Accountability Act of 1996 and the regulations adopted thereunder.
- B. Modification: This Agreement contains all the terms, provisions, and conditions of this Agreement. No term or provision may be unilaterally modified or amended. Any amendment to the terms of this Agreement shall be valid when reduced to writing, signed by the parties and attached to the original of the Agreement.
- C. Assignment: NHS and the School District agree that this Agreement may not be assigned or transferred without the prior written approval of both parties.
- D. Jurisdiction and Venue: NHS and School District agree that this Agreement shall be interpreted and enforced under the laws of the Commonwealth of Pennsylvania. Any dispute involving the Agreement shall be brought before the Armstrong County Court of Common Pleas.
- E. Cancellation: Either party may cancel this Agreement upon providing the other party 30 days advance written notice. In the event of cancellation of this Agreement by the School District, the NHS School shall be entitled to receive compensation for all work completed through the effective date of cancellation. All payments relating to the provision of the service by the NHS School shall, upon cancellation by either party, be paid within thirty (30) days of the date of submission of a bill marked "final bill" by NHS School to the School District.
- F. Third Parties: The parties to this Agreement do not intend for any third party to have any right to enforce any of its terms.
- G. Counterparts: This Agreement may be executed in counterpart.
- H. Authorization: By executing this Agreement, each signatory represents that he or she is duly authorized to execute this Agreement on behalf of the party he or she represents and that he or she has obtained all approvals and consents necessary to take said action.
- I. Notices: All notices required under this agreement shall be delivered via certified mail, return receipt requested or overnight delivery service to the following parties at the addresses set forth below:

In witness whereof, the Parties, intending to be legally bound, have executed and delivered this contract for the 2015-2016 school year as of the day and year set forth above.

## NHS SCHOOL-APOLLO 2015-2016 RATES

ASD Student Tuition	\$132.72/day
ASD Student Tuition 1/2 Day	\$66.36/day
ASD Student with PCA Tuition	\$266.64/day
ASD Student with 1/2 day PCA Tuition	\$199.68/day
ES Student Tuition	\$118.44/day
ES Student Tuition 1/2 Day	\$59.22/day
ES Student with PCA Tuition	\$252.36/day
ES Student with 1/2 day PCA Tuition	\$185.40/day
PT	\$100.52/hr
OT	\$70.36/hr
SLP	\$90.68/hr
Consultation	\$87.84/hr
Consultation / ABA Certified	\$143.48/hr
Functional Behavioral Assessment	\$322.00/event
Half day Training	\$292.72
Full Day Training	\$556.24
ESY Tuition	\$94.56/day \$2174.88
ESY Tuition with a PCA	\$228.48/day \$5255.04

\*The cost for this service is per student that qualifies for a slot of 23 student days (\$94.56 per day). The School District will receive a bill, payable upon receipt for NHS reserving an attendance slot at the NHS School. This amount is due and payable regardless of the student's actual attendance, which is outside of the control of The NHS School. Other services provided as stated in the IEP.

### AGREEMENT WITH KISKIMINETAS TOWNSHIP

This Agreement is made this 24<sup>th</sup> day of August 2015, between Apollo-Ridge School District ("District") and Kiskiminetas Township.

1. **Scope of Service.** The District agrees to retain the Kiskiminetas Township Police Department for the purpose of, and Kiskiminetas Township Police Department agrees to provide, security at the District events as requested and scheduled by the District as follows:

A. Upon the request of the District, Kiskiminetas Township Police Department will deploy personnel to provide general security services at District activities and events. The number of Officers, posts, their locations, and the hours and nature of Officers duties may vary from time to time to meet the District's requirements.

The number Officers needed will be determined by the District in consultation with the School Resource Officer and the Chief of Police.

B. Upon the request of the District, Officers will attend student disciplinary hearings and provide testimony regarding student disciplinary incidents with which they were involved.

C. Notwithstanding any provision of this Agreement, Kiskiminetas Township Police Department personnel shall not have the authority to impose disciplinary action upon District students. Such authority to impose student discipline is fully and expressly reserved to the District, provided that they are Non-Criminal acts. All Criminal Acts will be addressed by both the Kiskiminetas Township Police Department and the District on a case by case basis.

D. Officers providing services shall have all of the powers and authority conferred by law on police officers with the Township. School District recognizes that Officers will be armed with their department issued firearm.

2. **Term:** The term of this Agreement commences 24<sup>th</sup> day of August 2015, and ends when the District notifies Kiskiminetas Township in writing that the services of the Kiskiminetas Township Police Department are no longer needed.

3. **Rates:** The District shall pay a sum equivalent to one and one half times (1 ½ X) the Officer's hourly rate of compensation with Kiskiminetas Township. Some Officer's rates are different base on Rank and Longevity.

4. **Payment:** Kiskiminetas Township will send a monthly invoice to the District. All monies paid shall be paid by School District directly to the Township and the Township shall be responsible for payment of the Officers who have provided services. It is understood and agreed that during the Officer's services pursuant to this Agreement, the Officer will be covered by Workman's Compensation of the Township and the School District will not withhold from any monies paid unemployment compensation, social security, or income taxes.

5. **Indemnification.** It is the intent of the parties to be covered under the auspices of any applicable immunities and/or limitations of liability granted by law. To the extent permitted by law, each party shall defend, indemnify and hold harmless the other party and its officers, employees, or agents from any and all liability, losses or damages, including attorney's fees and costs of defense, which such party or its officers, employees, or agents may incur as a result of any claim, demand, suit or cause of action or proceeding of any kind or nature arising out of, relating to, or resulting from the negligent performance of this Agreement by any party, its employees, officers and agents. Each party shall promptly notify the other party of each claim and shall reasonably cooperate with the other party in the defense and resolution of each claim and shall not settle or otherwise dispose of the claim without the other party's participation. The indemnification provisions of this Agreement shall survive termination of this Agreement for any claims that may be filed after the termination date of the Agreement, provided the claims are based upon actions that occurred during the term of this Agreement. If a legal action should arise from any event arising under this Agreement, each party will assume responsibility for their costs incurred in such litigation.

6. **Severability:** If any provision under this agreement is held by a court to be unenforceable or invalid for any reason, the remaining provision of the agreement will be unaffected and considered enforceable.

IN WITNESS WHEREOF, the parties hereto, by their duly authorized representatives and intending to be legally bound hereby, have executed this Agreement.

**MUTUAL AID MEMORANDUM OF UNDERSTANDING  
FOR EMERGENCY MANAGEMENT**

The Apollo-Ridge School District agrees to be a participant in a Mutual Aid Memorandum with the ten other school districts, and two vocational technical schools in Armstrong and Indiana Counties to assist in addressing the needs of students and employees in the event of a large disaster or extraordinary event.

I agree to support and participate in the Schools Special Operations Management Team (SSOMT) and the training necessary to respond to potential or real situations or emergencies that could affect one or all of the districts. I agree to appoint one regular member and one alternate member to the SSOMT. I also agree to train my staff as required by the Department of Education and P EMA in the emergency management principles necessary to carry out this agreement.

I understand that this might involve providing resources, if available, from my school district/technology center to assist other school districts in IU28. It is understood that personnel from my district will address the needs of my school district before there is any availability to others. I understand that requests will be made only in the event of an emergency and that this agreement could be redefined at any time.

I understand that my district will be responsible for the costs of our personnel and equipment during the initial response to an emergency at another district. All districts participating in memorandum agree to apply for any local, state, and federal aid that may be available to mitigate the costs of the incident, and to reimburse assisting districts for their actual costs to assist.

2015-2016 SUPPLEMENTAL CONTRACTS

NAME	POSITION
Kelly Shoop	Sr. Class Sponsor
<b>Joe York*</b>	Fall Play Director
Jerry Moore	Grade 8 Volunteer Football Coach

\*Pending receipt of valid Act 34, 114, 151, and 168 Clearances

## EXHIBIT B-3

## 2015-2016 DISTRICT-HIRED SUBSTITUTES

<b>NAME</b>	<b>ADDRESS</b>	<b>CERTIFICATION</b>
Jaquelyn Miller	Creekside	Nurse
Catherine Kunkle	Latrobe	Nurse
Patrick Rattigan	Indiana	Nurse
Karen Tomiczek	North Apollo	Food Service
Lisa Palmer	Clarksburg	Food Service
Sue Weston	Apollo	Food Service
Cindy Ehenger	Apollo	Food Service
Jen Shaffor	Kent	Lunch Monitor
Lisa Palmer	Clarksburg	Lunch Monitor
Tawnya Trkula	Saltsburg	Lunch Monitor
Alexander Rattigan	Apollo	Maintenance

## EXHIBIT C-2

## CONFERENCE ATTENDANCE

<b>NAME</b>	<b>TITLE/DESCRIPTION</b>	<b>DATES</b>	<b>LOCATION</b>	<b>EXPENDITURE</b>
<b>BUILDING ASSIGNMENT</b>	<b>ACTIVITY SPONSOR</b>			<b>BUDGET</b>
Jo Isaacson, Business Office	Annual Conference A/CAPA	November 4-6, 2015	Hershey	\$1041.95 Business Office
Chris Clark, Special Programs	PaTTAN Special Education Fellowship Program Kick –Off PaTTAN	September 16-17, 2015	Harrisburg	\$385.98 Special Education



**Board Policy 819: Suicide Awareness and Prevention**

<p>1. Purpose</p> <p>2. Authority</p> <p>3. Publication</p> <p>4. Definitions</p>	<p>The Apollo-Ridge School District adopts this policy in acknowledgement of Apollo-Ridge’s commitment to maintaining a safe school environment; to protect the health, safety, and welfare of its students; to promote healthy development; and to safeguard against the threat or attempt of suicide among school-aged youth. The impact of student’s mental health on their academic performance and the effect of mental health issues and suicide on students and the entire school community are significant. Therefore, in order to ensure the safety and welfare of students, the school entity will work to educate school personnel and students on the actions and resources necessary to prevent suicide and promote mental well-being.</p> <p>This policy shall apply in any situation where a student is expressing suicidal thoughts or intentions of self-harm on school property, at any school-sponsored activity, or on any public vehicle providing transportation to or from a school or school-sponsored activity. This policy shall also apply following a student’s suicide threat or attempt that does not occur on school grounds or during a school-sponsored activity, but that is reported to any school personnel.</p> <p><u>Publication of Policy</u></p> <p>The school entity will notify its school personnel, students, and parents/guardians of this policy and will post the policy on the district website.</p> <p><b>At-Risk for Suicide</b> shall mean any youth with risk factors or warning signs that increase the likelihood of suicidal behavior.</p> <p><b>Chief School Administrator</b> shall mean the superintendent of a school district or joint school district, the chief executive officer of a charter school, regional charter school or cyber charter school, and/or the executive director of an intermediate unit or area vocational-technical school.</p> <p><b>Crisis Response Team</b> shall include, but may not be limited to, the administrators, guidance counselors, the school nurse, social worker, and school resource officers, and/or other members of the Student Assistance Program (SAP), as designated, and may include other members as deemed appropriate by the chief school administrator/school entity. Community mental agency resources may be called for assistance to be a part of the team.</p> <p><b>Expressed Suicidal Thoughts or Intentions</b> shall mean a verbal or nonverbal communication that an individual intends to harm him/herself with the intention to die, but has not acted on the behavior.</p> <p><b>Prevention</b> refers to the efforts that seek to reduce the factors that increase the risk for suicidal thoughts and behaviors and increase the factors that help strengthen, support, and protect individuals from suicide.</p> <p><b>Protective Factors</b> shall refer to characteristics (biological, psychological, and social) that reduce risk and the likelihood of the individual developing a mental illness.</p> <p><b>Resilience</b> shall refer to an individual’s innate ability to persevere in the face of adversity and reduce the risk of unhealthy outcomes.</p> <p><b>Risk Factors</b> shall mean the personal or environmental characteristics associated with suicide. People affected by one or more of these risk factors have a greater probability of suicidal behavior.</p> <p><b>School Connectedness</b> shall mean the belief by students that adults and peers in the school care about their learning as well as about them as individuals.</p> <p><b>School Personnel</b> include, but may not be limited to, administrators, teachers, paraprofessionals, support staff, coaches, bus drivers, custodians, and cafeteria workers.</p> <p><b>Suicide</b> shall refer to death caused by self-directed injurious behavior with any intent to die as a result of the behavior.</p> <p><b>Suicidal Act or Suicide Attempt</b> shall mean a potentially self-injurious behavior for which there is evidence that the person probably intended to kill him/herself; a suicidal act may result in death, injuries, or no injuries.</p> <p><b>Warning Signs</b> are evidence-based indicators that someone may be in danger of suicide, either immediately or very soon in the future.</p> <p>The school entity shall establish a crisis response team(s). The crisis response team(s) may include, but is not limited to, administrators, guidance counselors, the school nurse, social worker, school police officer or school resource officer, and/or teachers and other members of the school’s Student Assistance Program team. [Community mental agency resources may also be called upon for assistance, but a letter of agreement between the school and any community provider(s) is encouraged prior to commencement of any crisis response or postvention services.]</p> <p>The crisis response team(s) should also include individuals designated as coordinators and/or investigators on cases involving peer-to-peer harassment, as required under federal law. These individuals will help identify overlapping risk factors, including hostile environments created by persistent or severe harassment on the basis of gender, race, disability, or other protected classes.</p>
<p>5. Suicide Awareness and Prevention</p>	<p>The school entity shall utilize a multifaceted approach to suicide which includes the following:</p> <p><u>Staff Development</u></p> <p>All school personnel, including, but not limited to, administrators, teachers, paraprofessionals, support staff, coaches, bus drivers, custodians, and cafeteria workers, shall receive information regarding the school’s protocols for suicide awareness and prevention. Education will be provided for all school personnel about the importance of suicide prevention and recognition of suicide risk factors, as well as strategies to enhance preventative factors, resilience, and school connectedness. Additionally, all school personnel will be educated about the warning signs and risk factors for youth depression and suicide.</p>

<p>6. Intervention/ Prevention</p> <p>22 Pa Code. 12.12</p>	<p>As part of the school entity's Professional Development Plan, professional staff in all school buildings serving students in grades six (6) through twelve (12) shall participate in four (4) hours of youth suicide awareness and prevention training every five (5) years.</p> <p><u>Prevention Education for Students</u></p> <p>Students shall receive age-appropriate lesson in their classrooms through health education or other appropriate curricula on the importance of safe and healthy choices, as well as help seeking strategies for self and/or others. Lessons shall contain information on comprehensive health and wellness, including emotional, behavioral, and social skills development. Students shall be taught not to make promises of confidence when they are concerned about a peer or significant other. These lessons may be taught by health and physical education teachers, community service providers, classroom teachers or student services staff. Students who are in need of intervention shall be referred in accordance with the school entity's referral procedure for screening and recommendations.</p> <p><i>Student education may include but is not limited to the following:</i></p> <ol style="list-style-type: none"> <li>1. Information about suicide prevention. Resources are available on the Department's website – <a href="http://www.education.pa.gov">www.education.pa.gov</a></li> <li>2. Help-Seeking approaches amongst students, promoting a climate that encourages peer referral and emphasizes school connectedness.</li> <li>3. Increasing students' ability to recognize if they or their peers are at risk for suicide.</li> <li>4. Addressing problems that can lead to suicide, such as depression and other mental health issues, anger, and drug use.</li> </ol> <p><u>Intervention/Prevention</u></p> <p>In compliance with state regulations and in support of the school's suicide prevention methods, information received in confidence from a student may be revealed to the student's parents or guardians, the building principal, or other appropriate authority when the health welfare or safety of the student or other persons is at risk.</p> <p>Any school personnel who has identified a student with one or more risk factors, or warning signs, or who has an indication that a student may be contemplating suicide, shall refer the student for further assessment and intervention in accordance with the school entity's referral procedures.</p> <p>The school entity shall create an emotional or mental health safety plan to support a student and the student's family if the student has been identified as being at increased risk of suicide.</p> <p>For students with disabilities who are identified as being at-risk for suicide or who attempt suicide, the appropriate team shall be notified and shall address the student's needs in accordance with applicable law, regulations, and Board policy.</p> <p>If a student is identified as being at-risk for suicide or attempts suicide and requires special education services or accommodations, the Director of Special Programs shall be notified and shall take action to address the student's needs in accordance with applicable law, regulations, and Board policy.</p> <p>Any school personnel who are made aware of any threat or witnesses any attempt towards self-harm that is written, drawn, spoken, or threatened shall immediately notify the principal or designee. Any threat in any form shall be treated as real and dealt with immediately. No student should be left alone, nor confidences promised. In cases of life-threatening situations, a student's confidentiality will be waived. The school entity's crisis response procedures shall be implemented.</p> <p>If an expressed suicide thought or intention is made known to any school personnel during an afterschool program and the principal or designee are not available, call Armstrong County 9-1-1, 1-800-SUICIDE, or 1-800-273-TALK for help. Thereafter, immediately inform the principal of the incident and actions taken.</p> <p><u>Procedures for Parental Involvement</u></p> <p>Parent or guardian of a student identified as being at risk of suicide must be immediately notified by the school and must be involved in consequent actions. If any mandated reporter suspects that a student's risk status is the result of abuse or neglect, that individual must comply with the reporting requirements of the Child Protective Services Law.</p> <p>If the parent or guardian refuse to cooperate and there is any doubt regarding the child's safety, the school personnel who directly witnessed the expressed suicide thought or intention will pursue of 302 involuntary mental health assessment by calling County Emergency Services at 9-1-1 and ask for a delegate. The delegate will listen to concerns and advise on the course of action. If a 302 involuntary mental health assessment is granted, the first-hand witness will need to be the petitioner, with support from the principal or other central office administrator.</p> <p><u>Response to Suicide or Suicide Attempt on Campus</u></p> <p>The first school personnel on the scene of a suicide or suicide attempt must follow the school entity's response procedures, and shall immediately notify the principal or designee.</p> <p>The school entity will immediately notify the parents or guardians of the affected student(s).</p> <p><u>Resources for Youth Suicide Awareness and Prevention</u></p> <p>A comprehensive set of resources for youth suicide awareness and prevention is accessible through the Department at <a href="http://www.education.pa.gov">www.education.pa.gov</a></p> <p>PA Youth Suicide Prevention Initiative – <a href="http://payspi.org">http://payspi.org</a></p> <p>October 2014 Dear Colleague Letter related to peer harassment of students with disabilities: <a href="http://www2.ed.gov/about/offices/list/ocr/publications.html#Section504">http://www2.ed.gov/about/offices/list/ocr/publications.html#Section504</a></p>
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	<p>Suicide Prevention Resource Center – <a href="http://www.sprc.org">http://www.sprc.org</a></p> <p>American Foundation for Suicide Prevention – <a href="http://www.afsp.org">http://www.afsp.org</a></p> <p>Reference:</p> <p>2012 National Strategy for Suicide Prevention: Goals and Objectives for Action</p>
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EXHIBIT H-2

Board Policy 916: School Volunteers

<p>1. Purpose</p>	<p><b>The Board values the unique contributions made by parent and community volunteers to the educational programs of the School District. Accordingly, the Board encourages the use of parent and community volunteers, subject to certain requirements and procedures as set forth below.</b></p>
<p>2. Definitions</p>	<p><b>Direct contact with children</b> -- The care, supervision, guidance or control of children by a volunteer and routine interaction with children.</p> <p><b>Routine interaction</b> -- Regular and repeated contact that is integral to a person's volunteer responsibilities.</p> <p>A <b>volunteer</b> is any individual who performs a service for the School District without compensation, remuneration or other consideration and who otherwise meets the requirements of this policy. A volunteer must be at least 18 years of age. A volunteer need not be a parent of a student enrolled in the School District. A School District student who serves as equipment manager or assistant athletic trainer or who provides other volunteer assistance in support of a curricular, co-curricular or extra-curricular activity is not considered to be a volunteer for purposes of this policy.</p> <p>A <b>casual volunteer</b> is a volunteer who comes to a school infrequently and works in the presence of a teacher/administrator when with students. A casual volunteer does not have direct contact with children and is not required to obtain criminal history reports or child abuse clearances. Examples include: individuals who volunteer to assist in the planning or conducting of classroom celebrations; single-day field trip chaperones; guest speakers; and concert/performance ushers.</p> <p>A <b>program volunteer</b> is a volunteer who: 1) works under the general direction and supervision of a teacher or administrator employed by the District; and 2) provides direct services to students or may, from time to time, have or may be reasonably expected to have direct contact with children. Examples include: volunteer tutors; chaperones for overnight student trips; volunteers who assist on the coaching staff of an athletic team; volunteer athletic trainers or equipment managers (excluding School District students serving in those capacities); and choreographers, musicians and other individuals who provide instruction to students in the marching band or school musical.</p> <p>Final determination of a volunteer's status is the responsibility of the principal or principal's designee.</p>
<p>3. Guidelines</p>	<p>Under no circumstances shall a volunteer be considered an employee or independent contractor of the School District. A volunteer shall not receive wages, salary or other valuable consideration for the performance of his or her services. Holding the position of a volunteer is not a right, but a privilege conferred upon the volunteer by the Board, acting through the building principal of each school within the School District. The School District reserves the right to terminate the services or status of any volunteer at its exclusive discretion.</p> <p>The role of volunteers is to assist, but not replace or assume the professional or paraprofessional responsibilities or authority of, the School District staff. Volunteers shall not provide regular instruction or educational training to students enrolled in the School District.</p> <p>Under no circumstances shall volunteers be permitted to administer or enforce discipline upon students enrolled in the School District.</p> <p>Volunteers shall follow all applicable administrative procedures established pursuant to this policy and shall follow all other rules, regulations and administrative guidelines concerning the conduct of the professional and paraprofessional staff of the School District including all of the requirements of the Family Education Rights and Privacy Act (FERPA); provided, however that such rules, regulations and administrative procedures and guidelines shall not be deemed to expand the responsibility, authority or scope of activity applicable to volunteers under this policy.</p> <p><u>Safety Requirements</u></p> <p>A program volunteer shall be required to complete, submit for approval, pay for and file in the office of the school building on whose behalf the volunteer renders such services an Act 34 Criminal History Report from the Pennsylvania State Police, an Act 114 federal criminal history report (unless exempted as provided herein) and an Act 151 (Child Abuse) Clearance Statement. Once the required clearances are on file with the School District, the program volunteer will be required, on an annual basis, to sign an affirmation that they have not perpetrated or been convicted of any offense that would preclude their employment by the School District under Act 34 or Act 151 ("Volunteer Affirmation"). Program volunteers will be required to renew their state and federal criminal history reports and child abuse clearances every five years.</p> <p>A program volunteer shall not be required to obtain and provide a federal criminal history report if:</p> <p>(a) the individual has been a resident of the Commonwealth of Pennsylvania during the entirety of the previous ten-year period or</p> <p>(b) if the individual was not a resident of the Commonwealth of Pennsylvania during the entirety of the previous ten-year period but has obtained a federal criminal history report at any time since establishing residency in the Commonwealth of Pennsylvania and provides a copy of that report to the School District, and submits a Volunteer Affirmation that they have not perpetrated or been convicted of any offense that would preclude their employment by the School District under Act 34, Act 114, or Act 151 or Section 6344(C) of the Child Protective Services Law.</p> <p>Casual volunteers will be required, on an annual basis, to sign the Volunteer Affirmation contained in this policy, in the presence of the principal or principal's designee.</p> <p>Prior to performing services for the School District, program volunteers having direct contact with children for ten (10) or more hours per week are required to undergo a tuberculosis examination in accordance with regulations of the Pennsylvania Department of Health and to furnish such report to the School District.</p>

<p>4. Delegation of Responsibility</p>	<p>Except in the case of an emergency, volunteers shall not administer first aid or other medical assistance to students. Except as specifically authorized by the Board on a case by case basis, volunteers shall not be permitted to operate any motor vehicles owned by or under the control of School District, and volunteers shall not be permitted to transport students by motor vehicle in support of any school program.</p> <p><u>Confidentiality</u></p> <p>No volunteer shall be permitted to access, review, disclose, or use confidential student information, or participate in conversations in which confidential student information is discussed. Examples of such information include, but are not limited to, the following: grades or other measures of academic performance, class standing, standardized or other test scores, attendance records, disciplinary history, intelligence test scores, personality and interest test scores, individualized education plans, health data, family background information, teacher or counselor ratings and observations, and any other verified or unverified information contained in a student's file maintained by the teachers, administrators or schools within the School District. If volunteers have questions about the confidentiality of student information, they are encouraged to consult with the building principal and/or review Section 216 (Student Records) of the School District's Policy and Regulation Manual.</p> <p>Each volunteer shall keep strictly confidential all information he or she may learn, during the course of performing services, about the students enrolled in the School District.</p> <p>Each school within the School District shall adopt its own administrative procedures for the recruitment, selection and assignment of volunteers; provided, however, that the following minimal requirements shall apply to all such procedures:</p> <ol style="list-style-type: none"> <li>a. Each building principal or designee shall be responsible for training the volunteers to perform the specific duties associated with their assignments.</li> <li>b. Each building principal or designee shall assume general authority and responsibility over the volunteers performing services of any kind at or on behalf of the school, including, without limitation, the responsibility for overseeing the filing of criminal history reports, child abuse clearances and Volunteer Affirmations.</li> <li>c. No such procedures adopted by the schools within the School District shall be inconsistent with the terms and conditions of this policy.</li> <li>d. All such procedures adopted by the schools within the School District shall be subject to the approval of the Superintendent.</li> <li>e. Program volunteers assisting with the coaching or supervision of athletic teams or the marching band must be approved in advance by the Board of School Directors.</li> <li>f. Each volunteer shall affirm in writing that he or she has been provided with a copy of, has read, understands and agrees to comply with this policy.</li> </ol>
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