

# BOARD OF SCHOOL DIRECTORS

**WORK SESSION**  
**TUESDAY, FEBRUARY 13, 2024**  
**7:00 PM**

## *MINUTES*

<b>Call to Order</b>	President Tamara Donahue called the meeting to order at 7:01 p.m.						
<b>Pledge</b>	The meeting opened with the pledge to the flag.						
<b>Attendance</b>	<p>Those present included: Mrs. Donahue, Ms. Evans, Mr. Hill, Mr. LaPorte, Ms. Lindsey, Mrs. Lydon, Mr. Raso, Mrs. Shaw and Ms. Snyder. Also present were; Ms. Krisha DiMascio, Solicitor; Dr. Shannon Varley, Assistant to the Superintendent for Student Achievement and Mrs. Maureen S. Myers, Assistant Board Secretary/Recording Secretary were present.</p> <p>Dr. William P. Stropkaj, Superintendent; Mr. Joseph A. Kubiak, Assistant to the Superintendent for Operations/Board Secretary were absent.</p>						
<b>Public Comment</b>	<p><b>Public Comment</b></p> <table border="0" style="width: 100%;"><tr><td style="width: 40%; vertical-align: top;">Bryan Gigliotti Castle Shannon</td><td style="width: 60%; vertical-align: top;">Re: Bathroom Policy Summer Lunches Athletics – Communication/Middle School Athletics</td></tr><tr><td style="vertical-align: top;">JoAnne Bordgasi</td><td style="vertical-align: top;">Re: PA Educator Voters</td></tr><tr><td style="vertical-align: top;">Tom Beck Castle Shannon</td><td style="vertical-align: top;">Re: Sports – Middle School Signage on District Properties Baseball field</td></tr></table>	Bryan Gigliotti Castle Shannon	Re: Bathroom Policy Summer Lunches Athletics – Communication/Middle School Athletics	JoAnne Bordgasi	Re: PA Educator Voters	Tom Beck Castle Shannon	Re: Sports – Middle School Signage on District Properties Baseball field
Bryan Gigliotti Castle Shannon	Re: Bathroom Policy Summer Lunches Athletics – Communication/Middle School Athletics						
JoAnne Bordgasi	Re: PA Educator Voters						
Tom Beck Castle Shannon	Re: Sports – Middle School Signage on District Properties Baseball field						
<b>Board President’s Report</b>	<p><b>BOARD PRESIDENT’S REPORT – Mrs. Tamara Donahue</b></p> <p>The following action items will be considered at the February 20, 2024 Business/Legislative Meeting:</p> <p><b><u>BOARD ACTION REQUESTED</u></b></p>						
<b>Board Minutes</b>	<p><b>BOARD MINUTES</b></p> <p>It is recommended that the Board approve the Work Session Minutes of January 9, 2024 and the Business/Legislative Minutes of January 16, 2024.</p> <p><b><u>FOR INFORMATION ONLY</u></b></p>						

- Parkway West Career and Technology Center Report
  - Fish Fry Fridays start this week.
- SHASDA Report
  - Recap of most recent SHASDA Meeting – Topic: AI
- PSBA/Legislative Report
  - State of Education 2024 Report is available.
  - AIU Legislative Forum – March 14 (in person and virtual)
- News from the Boroughs

*Mrs. Annie Shaw*

*Mr. Santo Raso*

*Mrs. Theresa Lydon*

**Executive Session**

**Executive Session** – There was no Executive Session held prior to this evenings Work Session.

**Superintendent’s Report**

**SUPERINTENDENT REPORT – Dr. William P. Stropkaj**

The following action items will be considered at the February 20, 2024 Business/Legislative Meeting:

**BOARD ACTION REQUESTED**

**2024/2025 Calendar**

**ADOPTION OF THE 2024/2025 SCHOOL YEAR CALENDAR**

It is recommended that the Board approve the adoption of the 2024/2025 school year calendar as presented by the Superintendent. (*Pages 5 - 6*)

**PD**

**PROFESSIONAL DEVELOPMENT**

It is recommended that the Board approve the following Professional Development requests:

<b>Emily Milbert</b>	STEAM in the PARK 2024 Mount Rainier National Park Washington State June 23 – 27, 2024	\$650.00
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<b>Sarah Welch</b>	PenSPRA Annual Symposium Penn Stater Hotel & Conference Center State College, PA March 7 – 8, 2024	\$750.00
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- A discussion was had regarding Professional Development.

**KEYSTONE OAKS SCHOOL DISTRICT  
2024-2025 SCHOOL CALENDAR**

August 2024				
Mo	Tu	We	Th	Fr
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

September 2024				
Mo	Tu	We	Th	Fr
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

October 2024				
Mo	Tu	We	Th	Fr
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

November 2024				
Mo	Tu	We	Th	Fr
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

December 2024				
Mo	Tu	We	Th	Fr
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

January 2025				
Mo	Tu	We	Th	Fr
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

February 2025				
Mo	Tu	We	Th	Fr
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

March 2025				
Mo	Tu	We	Th	Fr
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

April 2025				
Mo	Tu	We	Th	Fr
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

May 2025				
Mo	Tu	We	Th	Fr
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

June 2025				
Mo	Tu	We	Th	Fr
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

July 2025				
Mo	Tu	We	Th	Fr
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

- First & Last Student Day
- Early Dismissal(s) for Students
- Professional Development and/or Clerical
- Act 80 Day – Two-hour late start for Students
- Holiday Dates – No School

**KEYSTONE OAKS SCHOOL DISTRICT  
2024-2025 SCHOOL CALENDAR**

<b>STUDENT / TEACHER DAYS</b>		<u>Month</u>	<u>Student</u>	<u>Teacher</u>
August 19, 20	Professional Development			
August 21	Clerical			
August 22	First Day for Students	August	7	10
September 2	Labor Day (No School)	September	20	20
October 28	Professional Development/Clerical	October	22	23
November 5	Parent/Guardian Teacher Conferences			
November 28 – Dec. 2	Thanksgiving Vacation (No School)	November	18	19
December 23 - 31	Winter Recess (No School)	December	14	14
January 1 - 3	Winter Recess (No School)			
January 20	Clerical	January	19	20
February 17	Presidents' Day (No School)	February	19	19
March 28	Professional Development/Clerical	March	20	21
April 18 - 21	Spring Break	April	20	20
May 20	Professional Development			
May 26	Memorial Day (No School)	May	20	21
	Last Day for Students			
June 9	Last Day for Teachers; Clerical	June	<u>5</u>	<u>6</u>
			184	193

**FACULTY DAYS**

August 19, 20	Professional Development
August 21	Clerical
November 5	Parent/Guardian Teacher Conferences
January 20	Clerical
May 20	Professional Development
June 9	Clerical

**ACT 80 DAYS (Two-Hour Late Start for Students)**

October 14, 2024  
 March 10, 2025  
 May 5, 2025

**PARAPROFESSIONAL DAYS**

August 19	Professional Development
August 20	Professional Development
November 5	Training

**MAKE-UP DAYS**

December 2, 2024  
 January 2, 2025  
 January 3, 2025  
 February 17, 2025  
 April 21, 2025  
 May 20, 2025

**END OF GRADING PERIODS**

October 25, 2024	End of First Grading Period
January 17, 2025	End of Second Grading Period
March 27, 2025	End of Third Grading Period
June 6, 2025	End of Fourth Grading Period

**Education Report**

**EDUCATION REPORT – Mrs. Tamara Donahue**

The following action items will be considered at the February 20, 2024 Business/Legislative Meeting:

**BOARD ACTION REQUESTED**

**AIU MOU**

**ALLEGHENY INTERMEDIATE UNIT MEMORANDUM OF UNDERSTANDING**

It is recommended that the Board approve the AIU Transition Memorandum of Understanding between the Keystone Oaks School District and Head Start, in accordance with the Every Student Succeeds Act (ESSA) and Title I.

**Personnel Report**

**PERSONNEL REPORT – Mrs. Tamara Donahue & Ms. Emily Snyder**

The following action items will be considered at the February 20, 2024 Business/Legislative Meeting:

**BOARD ACTION REQUESTED**

**Resignations**

**RESIGNATIONS**

It is recommended that the Board accept the following resignations:

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Effective Date</u></b>
<b>Tyler Jacobs</b>	Accountant	February 16, 2024
<b>Patricia Joseph</b>	Food Service Worker	February 1, 2024
<b>Susan Pavlik</b>	Food Service Worker	January 4, 2024

**Appointments**

**APPOINTMENTS**

**1. Custodian**

In compliance with the *Service Employees’ International Union Local 32BJ Collective Bargaining Agreement 2021 – 2026*, it is recommended that the Board approve the employment of:

**William Harper**  
Custodian  
Effective – January 16, 2024  
Salary - \$31,101.34 (pro-rated)

**2. Long Term Substitute**

In compliance with the *Keystone Oaks Education Association Collective Bargaining Agreement 2020-2026*, it is recommended that the Board approve the employment of the following long term substitute:

**Aubrey Garvin**  
 Teacher – Math – Middle School  
 Effective – January 23, 2024  
 Salary - \$47,000.00 (B, Step1) (pro-rated)

**3. Lifeguards**

It is recommended that the Board approve the following individuals as lifeguards at the hourly rate of \$14.00 per hour.

**Madeline Arment**  
**Katherine Cesario**  
**Christina Conway**  
**Taylor Fife**  
**Samantha Hirst**  
**Madeline Pfeufer**

**4. Food Service Personnel**

It is recommended that the Board approve the following individuals as Food Service Personnel for the 2023/2024 school year at a rate of \$13.00/per hour:

<u>Name</u>	<u>Start Date</u>
<b>Chelsea Chaump</b>	December 4, 2023
<b>Angi Dudas</b>	December 11, 2023
<b>Kathleen McDade</b>	December 6, 2023

**5. Activity Stipends – 2023/2024 School Year**

In compliance with the *Keystone Oaks Education Association Collective Bargaining Agreement 2020-2026*, it is recommended that the Board approve the following individuals for the 2023/2024 school year:

<u>Activity</u>	<u>Position</u>	<u>Sponsor</u>	<u>Stipend</u>
<b>Baseball, Varsity</b>	Head Coach	<b>Nick Riggle</b>	\$5,000.00
	Assistant	<b>Tony Liebro</b>	\$2,500.00
<b>Softball, Varsity</b>	Assistant	<b>Abby Clasper</b>	\$2,500.00
<b>Tennis, Boys</b>	Head Coach	<b>Leslie Leopold</b>	\$5,000.00
	Assistant	<b>Kieran Gorman</b>	\$2,500.00
<b>Track, Varsity</b>	Head Coach	<b>Jim Feeney</b>	\$5,000.00
	Assistant	<b>Donnie Burns</b>	\$3,333.33
	Assistant	<b>Lauryn Greggs</b>	\$3,333.33

	Assistant	<b>Kobe Phillippi</b>	\$3,333.33
<b>Track, Middle School</b>	Head Coach	<b>Mike Orosz</b>	\$3,000.00
	Assistant	<b>Dennis Sarchet</b>	\$2,500.00
	Assistant	<b>Russ Klein</b>	\$2,500.00
	Assistant	<b>Craig Wetzel</b>	\$2,500.00
<b>Volleyball, Boys</b>	Head Coach	<b>Jordan Zange</b>	\$6,500.00
	Assistant	<b>Pat Simmons</b>	\$3,250.00
<b>Volleyball, Girl, MS</b>	Assistant	<b>Anastasia Fiala</b>	\$1,500.00

**6. Activity Stipend – 2023/2024 School Year – Amended Stipend Amount**

In compliance with the *Keystone Oaks Education Association Collective Bargaining Agreement 2020-2026*, it is recommended that the Board approve the following individuals for the 2023/2024 school year:

<u>Activity</u>	<u>Position</u>	<u>Sponsor</u>	<u>Stipend</u>
<b>Softball (Girls, Varsity)</b>	Head Coach	<b>Keith Buckley</b>	\$5,000.00

For Information Only

Coach Buckley was approved at the January 16, 2024 Business/Legislative meeting for the incorrect stipend amount. The change in stipend amounts represents the Star 3 stipend for Softball (Girls, Varsity).

**FMLA**

**FAMILY AND MEDICAL LEAVE**

It is recommended that the Board approve the following individuals for Family and Medical Leave:

Employee #3063 – January 3, 2024 – January 16, 2024

Employee #0804 – January 18, 2024 – April 12, 2024

Employee #4234 – March 25, 2024 – June 21, 2024

**Intermittent FMLA**

**INTERMITTENT FAMILY AND MEDICAL LEAVE**

It is recommended that the Board approve the following individual for Intermittent Family and Medical Leave:

Employee #5269 – Effective February 2, 2024

**Finance Report**

**FINANCE REPORT – Mr. Nafis Hill**

The following action items will be considered at the February 20, 2024 Business/Legislative Meeting:

**BOARD ACTION REQUESTED**

**Accounts Payable**

**ACCOUNTS PAYABLE APPROVAL LISTS THROUGH JANUARY 31, 2024**

The Administration recommends approval of the following Accounts Payable lists as presented in the *Finance Package*:

A. General Fund as of January 31, 2024 (Check No. 71291-71517)	\$863,466.55
B. Food Service Fund as of January 31, 2024 (Check No. 9803-9815)	\$57,665.65
C. Athletics as of January 31, 2024 (Check No. 3479)	\$6,788.00
D. Capital Reserve as of January 31, 2024 (None)	\$0.00
	<b>TOTAL</b>
	<b>\$927,920.20</b>



**FOR INFORMATION ONLY**

**I. EXPENDITURE/REVENUE 2023 – 2024 BUDGET to ACTUAL / PROJECTION**

<b>ACCT</b>	<b>DESCRIPTION</b>	<b>2023-2024 BUDGET TOTAL</b>	<b>2023-2024 7 MONTH JANUARY/ACTUAL</b>	<b>OVER (UNDER) BUDGET</b>
<b>Revenue</b>				
6000	Local Revenue Sources	\$ 32,672,317	\$ 29,755,593	\$ (2,916,724)
7000	State Revenue Sources	\$ 13,333,933	\$ 7,250,860	\$ (6,083,073)
8000	Federal Revenue Sources	\$ 805,962	\$ 1,176,785	\$ 370,823
<b>Total Revenue</b>		<b>\$ 46,812,212</b>	<b>\$ 38,183,238</b>	<b>\$ (8,628,974)</b>
				<b>(OVER) UNDER BUDGET</b>
<b>Expenditures</b>				
100	Salaries	\$ 20,607,107	\$ 9,257,908	\$ 11,349,199
200	Benefits	\$ 13,416,990	\$ 5,592,954	\$ 7,824,036
300	Professional/Technical Services	\$ 1,929,206	\$ 1,083,802	\$ 845,404
400	Property Services	\$ 1,493,800	\$ 928,424	\$ 565,376
500	Other Services	\$ 5,446,273	\$ 2,696,388	\$ 2,749,885
600	Supplies/Books	\$ 1,715,234	\$ 1,140,210	\$ 575,024
700	Equipment/Property	\$ 1,015,150	\$ 1,067,335	\$ (52,185)
800	Other Objects	\$ 87,100	\$ 108,826	\$ (21,726)
900	Other Financial Uses	\$ 1,101,352	\$ 3,251,627	\$ (2,150,275)
<b>Total Expenditures</b>		<b>\$ 46,812,212</b>	<b>\$ 25,127,475</b>	<b>\$ 21,684,737</b>
<b>Revenues exceeding Expenditures</b>		<b>\$ -</b>	<b>\$ 13,055,763</b>	<b>\$ 13,055,763</b>
<b>Other Financing Sources/(Uses)</b>				
	Interfund Transfers In (Out)	\$ -	\$ -	\$ -

## II. SUMMARY OF STUDENT ACTIVITIES ACCOUNTS AS OF JANUARY 31, 2024

Bank Account - Status	Middle / High School	Athletics
Cash Balance - 01/01/2024	\$ 245,982.39	\$ 48,333.19
Deposits	\$ 4,531.40	\$ 2,849.19
Subtotal	\$ 250,513.79	\$ 51,182.38
Expenditures	\$ 1,714.99	\$ 6,825.00
Cash Balance -01/31/2024	\$ 248,798.80	\$ 44,357.38

## III. BANK BALANCES

### BANK BALANCES PER STATEMENT AS OF JANUARY 31, 2024

	BALANCE
<b>GENERAL FUND</b>	
FNB BANK	\$ 1,232,328
PAYROLL (pass-thru account)	\$ 6,909
FNB SWEEP ACCOUNT	\$ -
ATHLETIC ACCOUNT	\$ 44,357
PLGIT	\$ 17,649,627
FNB MONEY MARKET	\$ 4,018,484
PSDLAF	\$ 173,538
INVEST PROGRAM	\$ 193,969
OTHER POST-EMPLOYMENT BENEFITS	\$ 2,100,436
COMPENSATED ABSENCES	\$ 455,219
	<b>\$ 25,874,867</b>
<b>CAFETERIA FUND</b>	
FNB BANK	\$ 706,767
PLGIT	\$ 265,766
	<b>\$ 972,533</b>
<b>CONSTRUCTION FUND / CAP RESERVE</b>	
FNB BANK	\$ 43,677
PLGIT - G.O. BOND SERIES C OF 2014/ 12-19	\$ 858
	<b>\$ 44,535</b>
<b>GRAND TOTAL</b>	<b>\$ 26,891,935</b>

**Buildings, Grounds & Transportation Report**

**BUILDINGS, GROUNDS & TRANSPORTATION REPORT – Mr. Santo Raso**

The following action items will be considered at the February 20, 2024 Business/Legislative Meeting:

**BOARD ACTION REQUESTED**

**Mr. John Agreement**

**MR. JOHN SEASONAL RENTAL AGREEMENT**

It is recommended that the Board approve the Seasonal Rental Agreement between Mr. John and the Keystone Oaks School District through December 31, 2024.

**Activities & Athletics Report**

**ACTIVITIES & ATHLETICS REPORT – Mr. Thomas LaPorte**

The following action items will be considered at the February 20, 2024 Business/Legislative Meeting:

**BOARD ACTION REQUESTED**

**Competitive Event**

**COMPETITIVE EVENT**

It is recommended that the Board approve the following competitive event:

**Odyssey of the Mind – Regional Competition (Level I)**

Keystone Oaks High School

March 2, 2024

Number of Students – 120

Activity Sponsor – Jessica Dobson

Total District Funds Requested - \$1,400.00 (Registration fee for 14 teams)

**Extra Activity Worker**

**EXTRA ACTIVITY WORKER – 2023/2024 SCHOOL YEAR**

It is recommended that the Board approve the following individual as extra activity worker for the 2023/2024 school year:

**Olivia Dewick**

**Public Comment**

**Public Comment**

**Bryan Gigliotti**  
Castle Shannon

Re: Thanked High School teacher for positive support

**Tom Beck**  
Castle Shannon

Re: 2024/2025 School Year Calendar

- Building, Grounds & Transportation Committee Meeting – March 7<sup>th</sup> @ 6:00 p.m.
- Finance Committee Meeting – March 14<sup>th</sup> @ 6:00 p.m.
- Education Committee Meeting – February 22<sup>nd</sup> @ 6:00 p.m.

**Adjournment**

**ADJOURNMENT**

On the motion of Ms. Lindsey, seconded by Mr. Hill, the meeting was adjourned at 7:40 p.m.

*Motion passed 9-0*

Respectfully submitted,

Joseph A. Kubiak  
Board Secretary

Maureen S. Myers  
Assistant Board Secretary

# Policy Guide



Policy No. 119

Section PROGRAMS

Title CURRENT EVENTS SOCIAL ISSUES

Adopted AUGUST 21, 1989

Last Revised FEBRUARY 16, 1998

POLICY NO. 119 CURRENT EVENTS SOCIAL ISSUES	
Section 1	<p><b><u>Purpose</u></b></p> <p>The Board believes that the consideration of <del>current events</del> <del>social issues</del> has a legitimate place in the <del>educational</del> <del>instructional</del> program of the schools. Properly introduced and conducted, <del>discussion</del> <del>the consideration</del> of such events can help students learn to identify important issues, explore fully and fairly all sides of an issue, weigh carefully the values and factors involved, and develop <del>skills</del> <del>techniques</del> for formulating and evaluating positions <del>and opinions</del>.</p>
Section 2	<p><b><u>Definition</u></b></p> <p><del>For purposes of this policy,</del> <del>A</del> <del>a</del> <b>current event</b> is defined as a topic <del>on which opposing points of view have been promulgated by responsible opinion and is</del> not expressly enumerated in the course guide as <del>content</del> <del>appropriate for</del> of the course of study.</p>
Section 3	<p><b><u>Authority</u></b></p> <p>The Board will permit the introduction and proper educational use of <del>current events</del> <del>social issues</del>, provided that their use in the instructional program:</p> <ol style="list-style-type: none"> <li>1. <del>Is</del> <del>is</del> related to the <del>course's educational</del> <del>instructional</del> goals <del>of the course of study</del> and the students' level of maturity <del>of the students</del>;</li> <li>2. <del>Does</del> <del>not</del> tend to indoctrinate or persuade students to a particular point of view.;</li> </ol>

Pol. 106

**POLICY NO. 119**  
**CURRENT EVENTS**~~SOCIAL ISSUES~~

3. ~~E~~ncourages fair presentations and open-mindedness.;
4. ~~I~~s conducted in a spirit of scholarly inquiry.
5. ~~and I~~s not related to the employment status of the teacher and/or other ~~district~~ employees ~~of the District~~.

~~When social issues have not been specified in the course guide, the Board will only permit the instructional use of those issues which have been approved by the principal.~~

The Board recognizes that some deviation from the assigned course guide is necessary in the free exchange of the classroom. However, the Board specifies for the guidance of the Superintendent and, ~~through administrative directive, the guidance of the~~ staff that any discussion of ~~current events~~**social issues** in the classroom shall be conducted in an unprejudiced and dispassionate manner and shall not disrupt the educational process, ~~or~~ fail to match the maturity level of students, ~~nor be unrelated to the goals of the District and the appropriate course guide.~~

In the discussion of any event, a teacher may express a personal opinion, but shall identify it as such, and must not express such an opinion for the purpose of persuading students to ~~their~~**his/her** point of view.

**Section 4**

**Delegation of Responsibility**

The Superintendent shall ~~develop administrative regulations to~~ assist teaching staff members in developing techniques for the management of ~~current events~~**social issues** ~~which~~ that do not stifle a spirit of free ~~and~~ scholarly inquiry.

Previously Revised: February 16, 1998

References:

PA School Code – 24 P.S. 510

Board Policy – Pol. 106

Pol. 106

# Policy Guide



Policy No. 122

Section PROGRAMS

Title EXTRACURRICULAR ACTIVITIES

Adopted AUGUST 21, 1989

Last Revised ~~MAY 22, 2018;~~  
~~FEBRUARY 16, 1998~~

<p><b>POLICY NO. 122</b> <b>EXTRACURRICULAR ACTIVITIES</b></p>		
<p><b>Section 1</b></p>	<p><b><u>Purpose</u></b></p> <p>The Board recognizes the educational values inherent in student participation in extracurricular activities and supports the concept of student organizations for such purposes as building social relationships, developing interests in a specific area, and gaining an understanding of the elements and responsibilities of good citizenship.</p> <p>All learning experiences offered by the schools of this District, curricular and extracurricular, shall be planned and integrated toward the attainment of the District’s educational objectives.</p>	
<p><b>Section 2</b></p>	<p><b><u>Definition</u></b></p> <p>For purposes of this policy, <b>extracurricular activities</b> shall be those programs that are sponsored or approved by the Board and are conducted wholly or partly outside the regular school day and are equally available to all students who voluntarily elect to participate.</p> <p>For purposes of this policy, <b>board sponsorship</b> shall mean formal recognition of an extracurricular activity. Such recognition does not require monetary support from the District, but allows that extracurricular program to operate pursuant to the guidelines of this policy.</p> <p>An activity <b>sponsor</b> is the contact and representative of the extracurricular program. A sponsor may be paid or unpaid and</p>	<p><del>Title-22 PA</del> <del>CodeSee: 12.1</del></p> <p>Pol. 916</p>

<p><b>Section 3</b></p>	<p style="text-align: center;"><b>POLICY NO. 122</b> <b>EXTRACURRICULAR ACTIVITIES</b></p> <p>may be a staff member. Non-staff volunteers may also serve as sponsors subject to legal requirements, board policy, and administrative regulations.</p> <p>For purposes of this policy, an <b>athletic activity</b> shall mean all of the following:</p> <ol style="list-style-type: none"> <li>1. An athletic contest or competition, other than interscholastic athletics, that is sponsored by or associated with the school, including cheerleading, club-sponsored sports activities and sports activities sponsored by school-affiliated organizations.</li> <li>2. Noncompetitive cheerleading that is sponsored by or associated with the school.</li> <li>3. Practices, interschool practices and scrimmages for all athletic activities.</li> </ol>	<p>SC 1425, 5322</p>
	<p><b><u>Authority</u></b></p> <p>The Board shall make school facilities, supplies and equipment available and assign staff members where appropriate for the support of extracurricular activities for students. Such availability and assignment shall be in accordance with the Equal Access Act.</p> <p>No extracurricular activity shall be considered under the sponsorship of this Board unless it has been approved by the Board upon recommendation of the Superintendent.</p> <p>The Board shall approve a Program of <b>Extracurricular</b> Activities by June 30<sup>th</sup> for the following school year. Only those activities included in the approved Program of <b>Extracurricular</b> Activities shall be considered Board sponsored. Availability of those activities in the following school year is still pursuant to student enrollment and/or sponsor availability.</p> <p>The Board shall maintain the program of extracurricular activities at minimal cost to participating students subject to the following conditions:</p>	<p>SC 511 20 U.S.C. Sec. 4071 et seq. Pol. 103, 103.1</p>



	<p style="text-align: center;"><b>POLICY NO. 122</b> <b>EXTRACURRICULAR ACTIVITIES</b></p> <ol style="list-style-type: none"> <li>1. The Board’s responsibility for the provision of supplies shall carry the same exemptions as listed in the Board’s policy on regular school supplies.</li> <li>2. Students may be required to assume all or part of the costs for travel and attendance at extracurricular events and trips.</li> <li>2.3. The Board reserves the right to limit the support for any activities.</li> </ol> <p>Where eligibility requirements are necessary or desirable, the Board shall be informed and must approve the establishment of eligibility standards before they are operable.</p> <p><del>The Board reserves the right to limit support for any activities.</del></p> <p><u>Off-Campus Activities</u></p>	<p>Pol. 110</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"> <li>1. 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.</li> <li>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.</li> <li>3. 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.</li> <li>4. 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.</li> </ol>	<p>Pol. 218</p>

	<p style="text-align: center;"><b>POLICY NO. 122</b> <b>EXTRACURRICULAR ACTIVITIES</b></p> <p>5. The conduct involves the theft or vandalism of school property.</p> <p>6. 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><b>Section 4</b>     <b><u>Delegation of Responsibility</u></b></p> <p>The Superintendent or designee shall develop administrative procedures to implement the extracurricular activities program. All student groups shall adhere to Board policy and administrative regulations.</p> <p>At a minimum these procedures shall include:</p> <ol style="list-style-type: none"> <li>1. Quarterly reporting requirements by sponsors related to the extracurricular programs activities and attendance by students. Quarterly reports will only be necessary for groups who receive district funds including coach/sponsor payments.</li> <li>2. Establishment of guidelines for the creation and continuing recognition and/or funding of extracurricular programs.</li> </ol> <p><b>Section 5</b>     <b><u>Guidelines</u></b></p> <p>Each school year, prior to participation in an athletic activity, every student athlete and their person in parental relation shall sign and return the acknowledgement of receipt and review of the following:</p> <ol style="list-style-type: none"> <li>1. Concussion and Traumatic Brain Injury Information Sheet.</li> <li>2. Sudden Cardiac Arrest Symptoms and Warning Signs Information Sheet.</li> </ol> <p>Guidelines shall ensure that the program of extracurricular activities:</p>	<p>SC 1425, 5323 Pol. 123.1, 123.2</p> <p>123.1-AR-1</p> <p>123.2-AR-1</p>
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**POLICY NO. 122  
EXTRACURRICULAR ACTIVITIES**

1. Assesses the needs and interests of and is responsive to district students.
2. Invites the participation of **persons in parental relation**~~arents/guardians~~ and the community in developing extracurricular activities. Such participation shall be in accordance with the Equal Access Act.
3. Involves students in the developing and planning of extracurricular activities.
4. Ensures provision of competent guidance and supervision by staff.
5. Guards against exploitation of students.
6. Provides a variety of experiences and diversity of organizational models.
7. Provides for the continuing evaluation of the program and its components.
8. Be scheduled, whenever possible, outside school hours, including travel time.
9. Ensure that all extracurricular activities are open to all students and that all students are fully informed of the available opportunities open to them.
10. Requires that overnight trips and fund- raising conform to district policies.
11. Requires that students participating in the extracurricular program adhere to the expectations and consequences established in the Student Code of Conduct.

20 U.S.C. Sec. 4071 et seq.

~~Title-22 PA Code~~ See. 12.1, 12.4

Pol. 218

Eligibility/Attendance

The Board believes that participation in extracurricular activities is an important part of the total educational process and encourages all students to participate in extracurricular activities; however, participation in extracurricular activities is a privilege and not a right. Participation shall be contingent upon

**POLICY NO. 122**  
**EXTRACURRICULAR ACTIVITIES**

successful final completion of regular curricular requirements. In order to ensure a student's continued eligibility to participate in extracurricular activities, administrators, coaches and sponsors shall evaluate each student's academic work, attendance and behavior according to established administrative regulations. The efforts that address student needs as part of the evaluation are designed to support student learning and growth in ~~their~~~~his/her~~ academic and extracurricular program.

At a minimum, students must attend one-half of the school day, with a valid doctor's excuse for late arrival/early dismissal, to be eligible to participate in the extracurricular activity after the school day. Weekend/holiday participation in any extracurricular activity requires that a student must attend at least one-half of the school day immediately preceding the weekend/holiday. Students will not be penalized if school is cancelled. Students missing more than one-half the school day must have a valid doctor's excuse (i.e. for sickness, well-care visit for chronic conditions, stipulation in a 504 plan) to participate.

With regards to any extracurricular activity that would involve a selection process, the selection of student participants will be conducted in a fair and consistent manner. The selection procedure(s) will be communication to the students and their ~~person in parental relation~~~~parent/guardians~~ in a timely fashion.

The responsibility for conducting a student activity, including the tryout/selection process, rests with the sponsor/coach, under the supervision of the building principal(s), and in accordance with the following guidelines:

1. All students who meet the district's academic eligibility criteria to try out and participate in activities will have the right to try out for student activities.
2. Notice to students will be made at least one month in advance and in a manner to which all students have information concerning the date, time, and place of the tryouts.
3. Tryouts will be held at reasonable dates, times, and places.

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EXTRACURRICULAR ACTIVITIES**

4. Students will be informed of the criteria to be used in the selection process, as well as the relative importance of the various criteria, in a reasonable time prior to the tryouts.
5. All students who try out will be given equal opportunity to demonstrate their skills and abilities.
6. A fair, reasonable, and to the extent possible, objective system of judging will be used by the sponsor/coaches in selecting the students. Judging can be done either individually by the sponsor/coaches or by the use of other qualified and competent judges if the sponsor/coach so desires.
7. Students may participate in more than one (1) activity even if these activities occur at the same time of the year. A mutually agreeable arrangement must be made by the student and all sponsors/coaches involved. If sponsors/coaches cannot agree to mutually agreeable arrangement, the conflict will be resolved by the administration, which includes the possibility that the student may need to make a choice between the two (2) activities.
8. Students not selected for an activity will be notified in a timely manner. Whenever possible, they will be informed of their areas of strengths/weaknesses so that the student can work to improve the areas of weakness in order to increase the possibility of selection in future tryouts.

Supervision

A member of the professional staff, approved sponsor or independent volunteer must be present at all times when a building or part of a building is being used by students. This individual must remain at the location of the activity until all students have departed.

Equal Access Act

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**EXTRACURRICULAR ACTIVITIES**

The Board encourages secondary level students to pursue clubs and interests that may not be related directly to any of the curriculum programs offered in the District. In pursuit of such goal and in compliance with law, the Board maintains a limited open forum in which secondary students may meet for voluntary student-initiated activities unrelated directly to the curriculum, regardless of the religious, political, philosophical or other content of the speech related to such activities.

The District shall provide secondary students the opportunity for non-curriculum related student groups to meet on the school premises during non-instructional time for the purpose of conducting a meeting within the limited open forum and shall not deny equal or a fair opportunity to, or discriminate against any students who wish to conduct a meeting within that limited open forum on the basis of religious, political, philosophical, or other content of the speech at such meetings. Such meetings must be voluntary, student-initiated, and not sponsored in any way by the school, its agents or employees. Such groups shall have reasonable access to district facilities for meetings. For building access, students are to send requests to the building principal.

**Non-instructional time** is the time set aside by the school before actual classroom instruction begins, after actual classroom instruction ends, or during the lunch hour.

The meetings of student groups cannot materially and substantially interfere with the orderly conduct of the educational activities in the school.

The Superintendent or designee shall establish the length of sessions, number per week, and other limitations deemed reasonably necessary.

The District retains the authority to maintain order and discipline on school premises in order to protect the well-being of students and employees and to ensure that student attendance at such meetings is voluntary.

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EXTRACURRICULAR ACTIVITIES**

Previously Revised: May 22, 2018; February 16, 1998

References:

School Code – 24 P.S. Sec. 511, 1425, 5322, 5323

State Board of Education Regulations – 22 PA Code Sec. 12.1,  
12.4

Equal Access Act – 20 U.S.C. Sec. 4071 et seq.

Board Policy – 103, 103.1, 110, 123.1, 123.2, 218, ~~256~~, 916

# Policy Guide



Policy No. 123

Section PROGRAMS

Title INTERSCHOLASTIC ATHLETICS

Adopted AUGUST 21, 1989

Last Revised MAY 22, 2018

<b>POLICY NO. 123 INTERSCHOLASTIC ATHLETICS</b>	
<b>Section 1</b>	<p><b><u>Purpose</u></b></p> <p>The Board recognizes the value of a program of interscholastic athletics as an integral part of the total school experience for all district students and as a resource for community involvement.</p>
<b>Section 2</b>	<p><b><u>Definition</u></b></p> <p>For purposes of this policy, the program of <b>interscholastic athletics</b> shall include all activities relating to competitive or exhibition sport contests, games or events involving individual students or teams of students when such events occur between schools within the District or outside the District.</p>
<b>Section 3</b>	<p><b><u>Authority</u></b></p> <p>It shall be the policy of the Board to offer opportunities for participation in interscholastic athletic programs to students on as equal a basis as is practicable and without discrimination, in accordance with law and regulations.</p> <p>The Board shall approve annually, by June 30<sup>th</sup>, a program of interscholastic athletics and shall require that all facilities utilized in that program, whether or not the property of this Board, properly safeguard both players and spectators and are kept free from hazardous conditions.</p>

SC 511

SC 1601-C et seq.  
~~Title 22 PA~~  
~~CodeSec. 4.27~~  
 34 CFR ~~Sec.~~ 106.41  
 Pol. 103, 103.1

SC 511



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INTERSCHOLASTIC ATHLETICS**

The Board shall maintain the program of interscholastic activities at minimal cost to participating students subject to the following conditions:

1. The Board's responsibility for the provision of supplies shall carry the same exemptions as listed in the Board's policy on regular school supplies.
2. Students may be required to assume all or part of the costs for travel and attendance at interscholastic events and trips.
3. The Board reserves the right to limit support for any activities.

Pol 110

The Board shall determine the standards of eligibility to be met by all student's participation in an interscholastic program. Such standards shall require that each student, before participating in any interscholastic activity, be covered by accident insurance; be free of injury; and undergo a physical examination by a licensed physician.

SC 511

The Board further adopts those eligibility standards set by the Constitution of the Pennsylvania Interscholastic Athletic Association, and shall review such standards periodically to ascertain that they continue to be in conformity with the objectives of this District. The Board reserves the right to require a student desiring to participate in the District's interscholastic athletic programs to provide such evidence as may be necessary to establish the student's eligibility under such standards.

The Board believes that participation in interscholastic athletics is an important part of the total educational process; however, participation in interscholastic athletics is a privilege and not a right. Participation shall be contingent upon successful final completion of regular curricular requirements. In order to ensure a student's continued eligibility to participate in athletics, administrators, coaches and sponsors shall evaluate each student's academic work, attendance and behavior according to established administrative regulations. The efforts that address student needs as part of the evaluation are designed to support

**POLICY NO. 123  
INTERSCHOLASTIC ATHLETICS**

student learning and growth in ~~their~~<sup>his/her</sup> academic and athletic program.

Off-Campus Activities

This policy shall also apply to student conduct that occurs off school property and would violate the Discipline Code if any of the following circumstances exist:

1. 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.
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.
3. 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.
4. The conduct has a direct nexus to attendance at school or a school-sponsored activity, such as an agreement in school, at a school-sponsored activity, or during the time spent traveling to and from school and school-sponsored activities to complete a transaction outside of school that would violate the Student Discipline Code.
5. The conduct involves the theft or vandalism of school property.
6. 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.

Pol. 218, ~~Pol. 256~~

<b>POLICY NO. 123 INTERSCHOLASTIC ATHLETICS</b>		
<b>Section 4</b>	<p><b><u>Guidelines</u></b></p> <p>Each school year, prior to participation in an interscholastic athletic activity, every student athlete and <del>their</del><del>his/her</del> <b>person in parental relation</b><del>arent/guardian</del> shall sign and return the acknowledgement of receipt and review of the following:</p> <ol style="list-style-type: none"> <li>1. Concussion and Traumatic Brain Injury Information Sheet.</li> <li>2. Sudden Cardiac Arrest Symptoms and Warning Signs Information Sheet.</li> </ol> <p><b><u>Eligibility/Attendance</u></b></p> <p>The Board directs that no student may participate in interscholastic athletics who has not:</p> <ol style="list-style-type: none"> <li>1. Met the requirements for academic eligibility.</li> <li>2. Complied with the requirements of the Athletic Handbook.</li> <li>3. Complied with the requirements of the Code of Conduct for Interscholastic Athletics and Board policies and administrative regulations related to student discipline.</li> <li>4. Met the attendance requirements to participate.</li> </ol> <p>At a minimum, students must attend one-half of the school day, with a valid doctor’s excuse for late arrival/early dismissal, to be eligible to participate in the extracurricular activity after the school day. Weekend/holiday participation in any extracurricular activity requires that a student must attend at least one-half of the school day immediately preceding the weekend/holiday. Students will not be penalized if school is cancelled. Students missing more than one-half the school day must have a valid doctor’s excuse (i.e. for sickness, well-care visit for chronic conditions, stipulation in a 504 plan) to participate.</p>	<p>SC <del>1425</del>, 5323, <del>5333</del> Pol. 123.1, 123.2</p> <p>123.1-AR-1</p> <p>123.2-AR-1</p> <p>SC 511</p> <p>Pol. 204</p>

**POLICY NO. 123  
INTERSCHOLASTIC ATHLETICS**

5. Returned all school athletic equipment previously used.

~~6. Paid off any outstanding student account balance carried over from the previous school year including, but not limited to food service accounts, books and supplies.~~

~~7.~~6. Adhered to applicable discipline standards.

Pol. 218

The selection of student participants will be conducted in a fair and consistent manner. The selection procedure(s) will be communicated to the students and their **person in parental relation**~~parent/guardians~~ in a timely fashion.

The responsibility for conducting a student activity, including the tryout/selection process, rests with the coach, under the supervision of the building principal(s), and in accordance with the following guidelines:

1. All students who meet the district's academic eligibility criteria to try out and participate in activities will have the right to try out for student activities.
2. Notice to students will be made at least one month in advance and in a manner to which all students have information concerning the date, time, and place of the tryouts.
3. Tryouts will be held at reasonable dates, times, and places.
4. Students will be informed of the criteria to be used in the selection process, as well as the relative importance of the various criteria, in a reasonable time prior to the tryouts.
5. All students who try out will be given equal opportunity to demonstrate their skills and abilities.
6. A fair, reasonable, and to the extent possible, objective system of judging will be used by the coaches in selecting the students. Judging can be done either individually by the coaches or by the use of other qualified and competent judges if the coach so desires.

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INTERSCHOLASTIC ATHLETICS**

7. Students may participate in more than one (1) activity even if these activities occur at the same time of the year. A mutually agreeable arrangement must be made by the student and all sponsors/coaches involved. If sponsors/coaches cannot agree to mutually agreeable arrangement, the conflict will be resolved by the administration, which includes the possibility that the student may need to make a choice between the two (2) activities.
  
8. Students not selected for an activity will be notified in a timely manner. Whenever possible, they will be informed of their areas of strengths/weaknesses so that the student can work to improve the areas of weakness in order to increase the possibility of selection in future tryouts.

Supervision

A member of the professional staff, approved sponsor or independent volunteer must be present at all times when a building or part of a building is being used by students. This individual must remain at the location of the activity until all students have departed.

Male/Female Athletic Opportunities Report

By October 15 of each year, on the designated disclosure form, the Superintendent or designee shall report to the PA Department of Education the interscholastic athletic opportunities and treatment for male and female secondary school students for the preceding school year.

SC 1603-C

By November 1 of each year, the completed disclosure form shall be made available for public inspection during regular business hours and posted on the district's website.

SC 1603-C

The availability of the completed disclosure form shall be announced by posting a notice on school bulletin boards, in the school newspaper, on any electronic mailing list or list serve, and by any other reasonable means.

SC 1603-C

**POLICY NO. 123  
INTERSCHOLASTIC ATHLETICS**

**Section 5**

**Delegation of Responsibility**

The Superintendent or designee shall disseminate rules for the conduct of students participating in interscholastic athletics. Such rules shall be in conformity with regulations of the State Board of Education, the P.I.A.A and the District.

The Superintendent shall ensure that similar athletic programs are offered to both sexes in proportion to the District's enrollment.

The Superintendent shall ensure that interscholastic athletics are open to all eligible students and that all students are fully informed of the opportunities available to them.

22 PA Code 12.1,  
12.4

Requests for the addition or elimination of interscholastic athletic programs shall be submitted to the Superintendent or ~~their~~his/her designee.

References:

School Code – 24 P.S. Sec. 511, 1425, 1601-C et seq., 1603-C, 5323, 5333

State Board of Education Regulations – 22 PA Code Sec. 4.27, 12.1, 12.4

Discrimination in Athletics, Title 34, Code of Federal Regulations – 34 CFR Sec. 106.41

Board Policy – 103, 103.1, 123.1, 123.2, 204, 218, 256

# Policy Guide



Policy No. 123.2

Section PROGRAMS

Title SUDDEN CARDIAC ARREST

Adopted MAY 22, 2018

Last Revised \_\_\_\_\_

<b>POLICY NO. 123.2 SUDDEN CARDIAC ARREST</b>	
<b>Section 1</b>	<p><b><u>Purpose</u></b></p> <p>The Board recognizes the importance of ensuring the safety of students participating in the district’s athletic programs. This policy has been developed to provide guidance for prevention and recognition of sudden cardiac arrest in student athletes.</p>
<b>Section 2</b>	<p><b><u>Definitions</u></b></p> <p><b>Athletic activity</b> shall mean any of the following:</p> <ol style="list-style-type: none"> <li>1. Interscholastic athletics.</li> <li>2. An athletic contest or competition, other than interscholastic athletics, that is sponsored by or associated with the <del>District</del>school, including cheerleading, club sponsored sports activities and sports activities sponsored by school affiliated organizations.</li> <li>3. Noncompetitive cheerleading that is sponsored by or associated with the <del>District</del>school.</li> <li>4. Practices, interschool practices and scrimmages for all athletic activities, <u>as defined above</u>.</li> </ol> <p>A <b>Sudden Cardiac Arrest</b> occurs when the heart stops beating, suddenly and unexpectedly; stopping blood flow to the brain and other organs.</p>

~~SC24 P.S. Sec. 14255331 et seq.~~

~~SC24 P.S. Sec. 14255332~~  
Pol. 123

Pol. 122

Pol. 122

Pol. 122, 123

**POLICY NO. 123.2  
SUDDEN CARDIAC ARREST**

**Section 3**

**Delegation of Responsibility**

Each school year, prior to participation in an athletic activity, every student athlete and ~~their~~his/her person in parental ~~relation~~arent/guardian shall sign and return the acknowledgement of receipt ~~s~~and review of the Sudden Cardiac Arrest Symptoms and Warning Signs Information Sheet (123.2-AR-1) ~~that includes information about electrocardiogram testing.~~

SC24 P.S. Sec.  
14255333

The Superintendent or designee shall develop administrative regulations to implement this policy, which shall include protocols for sudden cardiac arrest prevention, education, and management.

**Section 4**

**Guidelines**

The District will provide educational information concerning ~~s~~Sudden ~~c~~Cardiac ~~a~~Arrest ~~and information about electrocardiogram testing~~ in the Athletic Handbook, the district website and by any other reasonable means.

The District will hold an informational meeting at least annually for all competitors regarding the symptoms and warning signs of sudden cardiac arrest. In addition to the student athletes, such meetings may include ~~persons in parental relation~~arents/guardians, coaches, other appropriate school officials, physicians, ~~pediatric~~cardiologists, and athletic trainers.

SC 142524 P.S.  
Sec. 5333

**Removal from Play**

A student who, as determined by a game official, coach from the student's team, certified athletic trainer, licensed physician, or other official designated by the ~~D~~istrict, exhibits signs or symptoms of sudden cardiac arrest while participating in an athletic activity shall be removed by the coach from participation at that time.

SC 142524 P.S.  
Sec. 5333

Any student known to have exhibited signs or symptoms of sudden cardiac arrest prior to or following an athletic activity shall be prevented from participating in athletic activities ~~unless they are evaluated and cleared by a licensed physician, certified registered nurse practitioner or cardiologist.~~

SC 1425



**POLICY NO. 123.2  
SUDDEN CARDIAC ARREST**

Return to Play

The coach shall not return a student to participation until the student is evaluated and cleared for return to participation in writing by a licensed physician, certified registered nurse practitioner or cardiologist.

SC 1425

Training

All coaches shall annually, prior to coaching an athletic activity, complete the sudden cardiac arrest training course offered by a provider approved by the PA Department of Health.

SC 1425 ~~24 P.S. Sec. 5333~~

Penalties

A coach found in violation of the provisions of this policy related to removal from play and return to play shall be permanent suspension from coaching any athletic activity.

SC 1425

~~24 P.S. Sec. 5333~~

~~24 P.S. Sec. 5333~~

References:

PA School Code ~~Sudden Cardiac Arrest Prevention Act~~ – 24 P.S. Sec. ~~14255331 et seq.~~

Board Policy – 122, 123