BACKUP DOCUMENTATION FOLLOWS FOR THE CURRENT MEETING OF THE NORTH EAST BOARD OF SCHOOL DIRECTORS.

INFORMATION WILL BE PROVIDED FOR ALL AGENDA ITEMS NOT PROTECTED UNDER ACT 84 CONFIDENTIALITY LAWS WHICH WOULD INCLUDE STUDENT ISSUES, PERSONNEL, LEGAL, SAFETY AND OTHER PROTECTED MATTERS RELEVANT TO DISTRICT OPERATIONS.

BACKUP WILL BE POSTED IN THE ORDER THAT IT APPEARS ON THE MEETING AGENDA.

NORTH EAST SCHOOL DISTRICT
MINUTES OF THE REGULAR MEETING OF THE BOARD OF SCHOOL DIRECTORS
THURSDAY, OCTOBER 15, 2026

The North East School District Board of School Directors met in a Regular Meeting that began at 6:30 PM on Thursday, October 15, 2026, with the following board members present: Dr. Jane Blystone, Mr. Corrie Boyd, Mr. Glenn Craig, Mr. Charles Ferruggia, Mr. Mackenzie Luke, Mr. Neil McCord, Mrs. Katie Phillips, Mrs. Amanda Steeneck and Mr. James Wargo. Also in attendance were Superintendent Dr. Michele Hartzell, Administrators Mr. Emick, Mr. McCullum, Mrs. Bailey and District Solicitor Attorney Andrew Schmidt. Administrators Mr. Fox, Dr. Renne and Mrs. Hodges were in attendance online. There were approximately forty-nine visitors present in person and two members of the public logged in for remote participation.

The pledge of allegiance was recited at this time.

Mr. Wargo announced that the North East Board of School Directors had met in an Executive Session prior to the regular meeting concerning areas permissible under Act 84 which include confidentiality issues protected by law, specifically student issues, personnel and legal matters.

Dr. Hartzell explained the definition of the C.L.A.S.S Act Emerging Leader Award; Character, Leadership, Attitude, Service, Selfless or strive for excellence which is intended to promote bright, well-rounded, publicly educated students as well as inspire students to continue their education and become self-reliant, productive, caring citizens.

RECOGNITION OF STUDENTS

Mr. McCullum recognized Kyla Aspden as the recipient of the C.L.A.S.S. Act.

Mr. McCullum then presented the NEHS September 2026 Road to Gold honorees who were recognized by the Board. The four students include; Donald Brown, Alex Funk, Layla Iavarone, Eden McFeely.

Mrs. Hathaway also presented the NEES September 2026 Road to Gold honorees who were recognized by the Board. Those students include; Brooks Ball, Elliott Cerrie, Aubriella Cross, Connor Fisher, Ean Gigogne, Aria Hainley, Edith McGregor, Quinn Michaelson, Theo Perdue, Evelyn Porter, Natalie Redrup, Evelyn Schubert.

REPORTS & PRESENTATIONS

Mrs. Tina Williams shared an overview of the High School Picker Café and explained the process her students followed to produce the concord grape syrup that she gifted to the board members.

SUPERINTENDENT'S REPORT

Dr. Hartzell provided the following updates:

- Seventh-grade students attended the Manufacturing Business Association Day where students participated in breakout sessions and engaged with representatives from local businesses to learn about future career opportunities in manufacturing and related industries.
- The Rocket League Smash Brothers teams lead by Mr. Ian Williams were victorious with the Maroon team sweeping its series against Pine Valley and is now ranked 8th in the state. The Gold team climbed to 19th in the state as a result of Austin Zurick's two victories while our 7th-grade team, led by Charles Newara, won its series and is now ranked 3rd in the state.
- North East Elementary School celebrated Fire Safety Week with the support of local fire and EMS personnel by participating in safety presentations, touring firetrucks and ambulances, and practicing "stop, drop, and roll" in a simulated smokehouse. Dr. Hartzell extended appreciation and gratitude to our local First Responders for their continued partnership and commitment to our schools.

DRAFT

NORTH EAST SCHOOL DISTRICT
MINUTES OF THE REGULAR MEETING OF THE BOARD OF SCHOOL DIRECTORS
THURSDAY, OCTOBER 15, 2026

Dr. Hartzell congratulated our Homecoming Court; Sharon Rowe, Sparrow Magill, Kate Nishnick, Kori Jo Bement, Ryan Gifford, Campbell Nagelson, Max Orton, Elijah Meyer who were recognized during the Homecoming football game with Sparrow Magill being crowned Queen and Ryan Gifford, the King.

Dr. Hartzell shared that the Fall Title I Dinner was held which is an event that strengthens the partnership between home and school for our students. Families shared a meal with teachers and staff while parents had the opportunity to learn more about their children's educational experiences. Dr. Hartzell thanked the presenters, student volunteers and our Title I teachers; Mr. Williams, Mrs. Quick, and Mrs. Fordyce for organizing this successful event as well as to administrators Mrs. Hathaway, Mrs. Bailey, and secretary Mrs. Komorowski for their support of the Title programs.

Dr. Hartzell thanked our mental health team, community partners and all who joined in support of the NESD Mental Health Fair for their time and willingness to connect with our students and families. Their contributions help foster a climate and culture of community where everyone feels supported, connected, and reminded that no one has to face life's challenges alone.

An overview was provided of the Professional Learning that North East staff participated in which was targeted to their respective content areas both on and off-campus. This included curriculum, assessment, data analysis, Problem of Practice, as well as Run, Hide, Fight training conducted by the State Police. Staff also had the opportunity to attend the Mental Health Fair or complete self-care Mental Wellness modules.

BOARD REPORTS

- Northwest Tri-County Intermediate Unit – No report.
- Erie County Technical School – No report.
- School Health Council – No report.

APPROVAL – Minutes – Regular Meeting of October 1, 2026

In a motion by Mr. Boyd and second by Mr. Luke to approve the minutes of the Regular Meeting of October 1, 2026, the Board, in a voice vote, voted as follows: "Ayes" – Dr. Blystone, Mr. Boyd, Mr. Craig, Mr. Ferruggia, Mr. Luke, Mr. McCord, Mrs. Phillips, Mrs. Steeneck, and Mr. Wargo. "Nays" – 0. Motion carried.

APPROVAL – Business Items #1-7

In a motion by Mr. Boyd and second by Mr. McCord to approve Business Items #1-7, the Board, in a roll call vote, voted as follows: "Ayes" – Dr. Blystone, Mr. Boyd, Mr. Craig, Mr. Ferruggia, Mr. Luke, Mr. McCord, Mrs. Phillips, Mrs. Steeneck, and Mr. Wargo. "Nays" – 0. Motion carried.

1. It is recommended that the Board approve the General Fund Invoices:
   a. Invoices Paid Prior to Board Meeting (Copy filed herein page/ref# 6774-A)
   b. Invoices for approval (Copy filed herein page/ref# 6774-B)

2. It is recommended that the Board approve the Food Service Fund Invoices for approval. (Copy filed herein page/ref# 6774-C)

3. It is recommended that the Board approve the Capital Projects Fund Invoices for approval in the amount of $109,569.18. (Copy filed herein page/ref# 6774-D)

NORTH EAST SCHOOL DISTRICT
MINUTES OF THE REGULAR MEETING OF THE BOARD OF SCHOOL DIRECTORS
THURSDAY, OCTOBER 15, 2026

4. It is recommended that the Board approve the Capital Projects Report dated September 30, 2026. (Copy filed herein page/ref# 6775-A)

5. It is recommended that the Board approve the Treasurer's Report dated September 30, 2026. (Copy filed herein page/ref# 6775-B)

6. It is recommended that the Board approve the Food Service Report for the period ending September 30, 2026. (Copy filed herein page/ref# 6775-C)

7. It is recommended that the Board approve the Activity Fund Report for the period ending September 30, 2026. (Copy filed herein page/ref# 6775-D)

Mr. Boyd wished Mrs. Teel best wishes.
Dr. Hartzell thanked the long-term substitutes and advisors. She also congratulated Mrs. Keri Shunk who was in attendance.

APPROVAL – Personnel Items #1-5

In a motion by Mr. Ferruggia and second by Dr. Blystone to approve Personnel Items #1-5, the Board, in a roll call vote, voted as follows: "Ayes" – Dr. Blystone, Mr. Boyd, Mr. Craig, Mr. Ferruggia, Mr. Luke, Mr. McCord, Mrs. Phillips, Mrs. Steeneck, and Mr. Wargo. "Nays" – 0. Motion carried.

1. It is recommended that the Board accept the resignation of Mrs. Taylor Teel as a Federal Programs and Special Education Secretary for the North East School District effective October 8, 2026.

2. It is recommended that the Board approve the amended step and salary of Employee A from Step B-2 $56,632 to Step B-1 $55,632.

3. It is recommended that the Board approve Mrs. Denise Fox (District Substitute List) as a Long-term substitute K-5 Teacher from October 14, 2026 through approximately January 4, 2027 at a salary of $295.91 per day (Step B-1 per board policy) without benefits and excluding tuition reimbursement.

4. It is recommended that the Board amend the Advisory Position, Step and Stipend of Mr. Benjamin Timon from Middle School Student Council Advisor $1,037.00 (Step C) to Middle School Student Council Co-Advisor $518.50 (Half Step C) for the 2026-2027 School Year.

NORTH EAST SCHOOL DISTRICT
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THURSDAY, OCTOBER 15, 2026

5. It is recommended that the Board approve the following individual(s) for the position of coach(es)/advisor(s) and intramural(s) for the 2026-2027 school year at the steps listed below, pending any remaining pre-employment requirements:

	COACHING POSITIONS	Recommendation	Step	Stipend
1	Winter Cheerleading Head Coach	Keri Shunk *	A	$1,844.00
2	Wrestling Varsity Asst Coach	Joshua Klenz *	B	$3,919.00
	ADVISORY POSITIONS – HIGH SCHOOL	**Recommendation**	**Step**	**Stipend**
	None recommended for this meeting.			
	ADVISORY POSITIONS – MIDDLE SCHOOL	**Recommendation**	**Step**	**Stipend**
3	Student Council Co-Advisor	Hannah Moore	½ A	$461.00
	INTRAMURAL COACHES & ADVISORS	**Recommendation**	**Step**	**Stipend**
4	Boys Basketball Grade 5 – Max. 50 Hrs.	Christopher Beardsley *	A	$16.11/Hr.
5	Media Team – Max. 25 Hrs.	Theodore Rankin	A	$16.11/Hr.
6	Media Team – Max. 25 Hrs.	Benjamin Timon	C	$18.12/Hr.
7	Media Team – Max. 25 Hrs.	Cassidy Wyman	A	$16.11/Hr.
8	Ski Club Gr. 6-12 Advisor – Max. 35 Hrs.	Ryan Neal	D	$20.13/Hr.
9	Ski Club Gr. 6-12 Advisor – Max. 35 Hrs.	Josh Richardson	D	$20.13/Hr.

*Non-employee pending remaining paperwork

APPROVAL – Student Travel Items #1-2

In a motion by Dr. Blystone and second by Mr. Ferruggia to approve Student Travel Items #1-2, the Board, in a roll call vote, voted as follows: "Ayes" – Dr. Blystone, Mr. Boyd, Mr. Craig, Mr. Ferruggia, Mr. Luke, Mr. McCord, Mrs. Phillips, Mrs. Steeneck, and Mr. Wargo. "Nays" – 0. Motion carried.

(1) NAME/PARTICIPANT	DATE/TIME/PLACE	ITEMIZED CATEGORIES	EXPENSES PAID BY GRANTS, PARTICIPANTS, CLUBS, FUNDRAISERS, DONATIONS, PARTICIPANTS	EXPENSES PAID BY DISTRICT
NEHS Yearbook Approx. 27 students Nicole Fitch Adam Denevic	October 28, 2026 Penn State Behrend 4651 College Dr. Erie, PA 16510	Transportation (buses) Substitutes Registration	-0-	$248.31 $370.00 $405.00
		TOTALS	-0-	$1,032.31
PURPOSE: PA School Press Association (PSPA) Student Journalism Competition				

(2) NAME/PARTICIPANT	DATE/TIME/PLACE	ITEMIZED CATEGORIES	EXPENSES PAID BY GRANTS, PARTICIPANTS, CLUBS, FUNDRAISERS, DONATIONS, PARTICIPANTS	EXPENSES PAID BY DISTRICT
NEHS Model United Nations Approx. 20 students Kim Timer	November 13-14, 2026 Gannon University 109 University Square Erie, PA 16541	Transportation (buses) Registration	-0-	$592.08 $730.00
		TOTALS	-0-	$1,322.08
PURPOSE: Model United Nations (UN) Regional Conference				

NORTH EAST SCHOOL DISTRICT
MINUTES OF THE REGULAR MEETING OF THE BOARD OF SCHOOL DIRECTORS
THURSDAY, OCTOBER 15, 2026

APPROVAL – Staff Travel Item #1

In a motion by Mr. Ferruggia and second by Mr. Boyd to approve Staff Travel Item #1, the Board, in a roll call vote, voted as follows: "Ayes" – Dr. Blystone, Mr. Boyd, Mr. Craig, Mr. Ferruggia, Mr. Luke, Mr. McCord, Mrs. Phillips, Mrs. Steeneck, and Mr. Wargo. "Nays" – 0. Motion carried.

(1) NAME/PARTICIPANT	DATE/TIME/PLACE	ITEMIZED CATEGORIES	EXPENSES PAID BY GRANTS, PARTICIPANTS, CLUBS, FUNDRAISERS, DONATIONS, PARTICIPANTS	EXPENSES PAID BY DISTRICT
Dr. Michele Hartzell	April 28-30, 2027 Wyndham Garden Hotel 310 Elks Club Rd. Boalsburg, PA 16827	Transportation (car) Registration Lodging Meals		$278.16 $295.00 $356.90 $109.00
		TOTALS	-0-	$1,039.06
PURPOSE: PA Association of Rural & Small Schools (PARSS) Annual Conference				

ITEMS FOR FUTURE PRESENTATION, DISCUSSION, AND/OR BOARD ACTION –

- PIAA Winter Athletics Schedule approval – November 2026

Dr. Hartzell stated that a new HS Health & PE course may be presented at an upcoming school board meeting.

UPCOMING DISTRICT EVENTS

- Senior Nights for Fall Sports:
  - Girls Soccer – October 15
- NEES Book Fair – October 20-22 / Parent Night October 21 from 5:00 to 7:00 p.m.
- Move the Mountain – October 26 - November 6
- NEMS Trail of Treats – October 27
- End of the 1st Marking Period – October 29
- Elementary Halloween Parade Grades K-5 – October 30 at 1:30 p.m. at the stadium
- Daylight Savings Ends – November 1
- Election Day – November 3
- Half-day Student Dismissals for Parent/Teacher Conferences – November 5 & 6
- School Picture Makeups and Retakes (all buildings) – November 11
- Veterans Day – November 11
- NEHS Play – November 13 and 14 at 7:00 p.m. and November 15 at 2:00 p.m.
- NEHS Talent Show – November 20

ADJOURNMENT: By acclamation the regular meeting was adjourned at 7:11 PM.

_____
Jeffrey A. Fox, Board Secretary

Moreland University

1100 17th Street, NW, Suite 650
Washington, D.C. 20036
+1 (844) 283-2246 I www.moreland.edu

MEMORANDUM OF UNDERSTANDING

North East School District

This Memorandum of Understanding ("**Agreement**") is made as of the date on which this Agreement is signed and delivered by the last of the two Parties to sign as per below ("**Effective Date**") by and between TeachNow, Inc. dba Moreland University ("**Moreland**") and the party identified on the signature page to this Agreement ("**Institution**"). Moreland and Institution may be individually referred to as a "**Party**" and collectively referred to as the "**Parties**."

STATEMENT OF PURPOSE

Moreland is accredited by the Council for the Association of Educator Preparation (CAEP), is accredited as an institution of higher education by the Distance Education Accrediting Commission (DEAC), and is approved to offer its programs by the Higher Education Licensure Commission (HELC) and the Office of the Superintendents of Education. Moreland offers the TEACH-NOW Teacher Preparation Certification Program ("**Program**") for students. The Program is comprised of a nine-month virtual, collaborative, project-based learning curriculum. The first six months of the Program involves completing collaborative project activities that include field experiences such as observing, surveying, interviewing, and teaching supervised mini-lessons. After completing the first six months of the Program, the qualifying students ("**Candidates**") move to the culminating Clinical Practice portion of the Program ("**Clinical Practice**"), where the Candidates transition to participate in classroom teaching for three months under the guidance of a qualified classroom teacher ("**Mentor**"). Upon successful completion of the Program and the passing of all state teacher licensure requirements including those related to subject area, the Candidate will be eligible to apply for a teaching certificate in one or more states including the District of Columbia, and the states of Arizona, Florida, and West Virginia.

The Parties acknowledge that the classroom teaching experience is critical in preparing students to teach and educate others and, correspondingly, The Parties desire to allow the Candidate(s) identified in an addendum ("**Addendum**"), a sample of which is annexed hereto, to this Agreement to successfully complete their Clinical Practice at the Institution's facilities ("**Location**") and Institution desires to provide the Location for the same purpose. An Addendum shall not be binding unless it is executed by the Parties.

Moreland and Institution, intending to be legally bound, agree as follows.

1. Moreland's Obligations. In addition to any other obligation set forth in this Agreement, Moreland shall:
   a. Identify only Candidates to participate in Clinical Practice who have completed the academic requirements established by Moreland as a pre-qualification for Candidate participation in Clinical Practice.
   b. Provide two weeks of Clinical Practice preparation for Candidates regarding the Clinical Practice process.
   c. Provide interaction and support to the Candidate from Moreland's instructors while participating in Clinical Practice.
   d. Assign a representative from Moreland who is responsible for handling inquiries ("**Program**

Advisor") from the Institution regarding the planning and administering of the Clinical Practice and, if necessary, coordinate with other Moreland staff or administrative personnel to provide additional support or assistance.

e. Monitor and evaluate the Candidates' progress during the term of the Clinical Practice, in collaboration with the Institution, to assess pedagogical proficiency and confirm that the Candidate meets the Program requirements in this regard for Program completion.

f. Inform Candidates of any known criminal background check requirements required by the Institution applicable to the Candidate.

2. Institution's Obligations. In addition to any other obligation set forth in this Agreement, the Institution shall:

a. Provide the availability and use of the Location by the Candidates throughout the entire term of the Clinical Practice as necessary and appropriate for successful participation and completion of Clinical Practice.

b. Institution shall notify Moreland in writing if, based upon any criminal background check required by the Institution and other information available to it, that the Candidate has a criminal conviction, a pending criminal matter or other criminal history disqualifying the Candidate for participating in Clinical Practice.

c. Notify Moreland, in writing, within twenty-four hours of any violation by the Candidate of school policy, rules, or regulations.

d. Provide a structured, supervised educational learning experience in a safe environment for the Candidates throughout the term of the Clinical Practice.

e. Ensure that no Candidate is assigned as a substitute teacher during the period of Clinical Practice.

f. Ensure that the Institution has policies and procedures in place to ensure the safety and welfare of each student enrolled at the Institution ("**Student**" or "**Students**").

g. Assign a representative ("**School Supervisor**"), which may include the Mentor, who is responsible for the planning and administering of Clinical Practice at the Institution and communicating with the Program Advisor.

h. Inform Moreland of any significant staff or administrative changes that may have an impact on the Candidates' Clinical Practice performance.

3. Mutual Obligations.

a. If a Party has access to the educational records of the individual students ("**Education Records**") of the other Party, then such Party shall treat said Educational Records as private and confidential and shall only use the Education Records for the purposes as to which the Educational Record was provided. Without limiting the generality of the foregoing, the Institution shall use the Candidate's Educational Record only as necessary for participation in Clinical Practice. Neither Party shall share or disclose the Educational Records of the other Party to any third party except as required by law, or as authorized in writing by the Party owning the Education Record. The Parties shall comply with the Family Educational Rights and Privacy Act ("**FERPA**") (20 U.S.C. §1232g; 34 CFR Part 99) and applicable state law, if to the extent FERPA or state law applies.

b. The Parties shall not discriminate against the Candidates because of race, sex, color, religion, national origin or ancestry, age, marital status, disability, veteran's status, personal appearance,

gender identity or expression, sexual orientation, familial status, family responsibilities, political affiliation, source of income, or any other protected status in accordance with all applicable laws.

4. Mentor Selection and Supervision.
   a. The Institution shall use its best efforts to secure a Mentor (meeting the qualifications set forth under this Section) who shall: (i) teach, provide feedback, and conduct informal and formal evaluations of the Candidates' teaching practice based on the Interstate Teacher Assessment and Support Consortium (InTASC) Standards; and (ii) communicate any concerns with Moreland in order to support the Candidate's growth and provide remediation, if needed. The Parties shall collaborate and agree upon the selection of the Mentor.
   b. In the event the Institution has provided Moreland with written notice not less than 7 days prior to the start date of the Clinical Practice that it is unable to provide the Candidate with a qualified Mentor during the Candidate's participation in Clinical Practice, then, in this instance, Moreland shall provide a substitute Mentor who shall be available virtually to the Candidate, away from the Location, (hereinafter sometimes referred to as the "**Virtual Mentor**"). The Institution shall cooperate with Moreland in ensuring the success of the Virtual Mentor relationship with the Candidate.
   c. The Parties agree that the criteria for selecting and supervising a Mentor or Virtual Mentor for a Candidate shall include the following:
      i. have at least three (3) years of outstanding teaching experience at the P-12 school level;
      ii. have a teaching license or experience equivalent to of the certification specialization that the Candidate is seeking;
      iii. must not be a current Moreland teaching candidate or a spouse/family member of the Candidate that would be directly mentored by the spouse/family member;
      iv. must complete Moreland's asynchronous mentor training via the TEACH NOW platform once the Mentor is approved by Moreland and given access to the TEACH-NOW platform;
      v. must be capable of observing the Candidates during the Candidates' teaching sessions;
      vi. must adhere to Moreland's evaluation procedures for assessing the Candidates' teaching performance as provided on the TEACH-NOW platform and described in Moreland's Mentor Handbook; and
      vii. also, if a Mentor is secured by the Institution:
         (a) be employed by the Institution and working at the Location;
         (b) recommended by the Institution's district or the Mentor's supervisor;
         (c) Moreland shall directly pay the Mentor a stipend of $250.00 within six (6) weeks of Mentor's submission of the remittance form via the TEACH-NOW platform; and
         (d) if any change is to occur with the Mentor assignment, the School Supervisor shall promptly contact Moreland.

5. Video Recordings.
   a. The Institution acknowledges that as a tool for becoming an effective teacher, the Candidate, or a Moreland designee, will collect audio/video recordings of his/her teaching within the classroom environment ("**Recordings**"). The purpose of the Recordings is to provide reflection and feedback for the Candidate. The Recordings may incidentally contain the first name and voice of a Student in the classroom in which the Candidate is teaching as part of his/her Clinical Practice. The Recordings shall not contain images of Students.
   b. The Institution approves the collection and use of the Recordings upon the following

conditions:

i. To protect Student privacy, Students will be identified only by their first names on any Recording.
ii. The Recordings will only be viewed by Moreland faculty directly involved in evaluating or guiding the Candidate's Clinical Practice.
iii. The Recordings are treated as confidential used only for the purpose of evaluating and educating the Candidate and will not be used for any other purpose.
iv. Upon request, and for any reason, the Institution will be permitted to view any Recording and receive a copy from the Candidate and/or Moreland at any time during the Candidate's Clinical Practice.
v. The Recording(s) are stored by Moreland in a secure computing environment until destroyed.
vi. Upon the Candidate's completion of the Clinical Practice or removal from the Location, the Candidate and Moreland shall destroy any Recordings it their possession relating to the Candidate's Clinical Practice.

c. It is expressly understood that any information revealed in any Recording may be the subject of a court order or lawful subpoena, and Moreland and/or the Candidate may not be able to avoid compliance with the order or subpoena. If Moreland is required to disclose any Recording collected pursuant to this Section 5, pursuant to lawful requirement of any governmental agency or by any subpoena, summons, order or other judicial process, Moreland shall notify the Institution in writing of the requirement to disclose, and reasonably cooperate with the Institution's lawful efforts to resist, limit or delay disclosure.

6. Candidate Removal

a. The Institution may request a Candidate be removed from the Location and discontinue the involvement of the Institution with that Candidate's Clinical Practice if the Institution determines the Candidate has violated any policy of the Institution, acted in a manner that is unsafe or inappropriate for Students or employees of the Institution, or repeatedly acts in a manner contrary to their Mentor's instruction and guidance.

b. Upon such request, Moreland shall prohibit the Candidate from returning to the Location, and the Institution shall no longer be required to fulfill the Obligations contained in this Agreement with regard to that Candidate. Moreland shall pay the Mentor a prorated stipend amount within six (6) weeks of such removal.

7. Indemnification and Insurance.

a. Each Party shall defend, indemnify, and hold harmless the other Party and each of their respective officers, directors, agents, employees, and trustees from and against all third-party tort liabilities, claims, actions, causes of action, losses, damages, or expenses, including reasonable attorneys' fees, caused by the indemnifying Party's breach of its obligations under this Agreement.

b. Each Party shall maintain commercial general liability insurance including contractual liability, and professional liability, with limits not less than $1 million per occurrence and $2 million annual aggregate. Each Party further agrees that, with respect to insurance coverage maintained by it, it will provide evidence of such insurance upon request and notify the other as soon as possible and cooperate with the other in the investigation and/or settlement of any loss or damage or potential loss or damage arising out of this Agreement. In addition, each Party shall maintain Worker's Compensation for all its respective employees according to statutory limits

as required by law.

c. While in the performance of this Agreement, Candidates, as student teachers participating in an educational program, are not, and shall not be an officer, agent, contractor, employee, other personnel, or staff of Moreland or the Institution for any purpose.

8. Notices. All notices and other communications by or to a Party shall be in writing and shall be given to any Party, at Party's address shown on the signature page hereof, and to any other Person at its address shown on the signature page hereof. Any required notice shall be in writing and shall be deemed to have been properly given when: (a) hand delivered with delivery acknowledged in writing; (b) sent by U.S. Certified mail, return receipt requested; (c) sent by overnight delivery service (Fed Ex, UPS, etc.) with receipt; or (d) on the email date (provided electronic delivery shall be deemed given on the next business day if sent either on a non-business day or on a business day after 5:00 p.m., receiving Party's time), unless an electronic undeliverable message has been received. As used herein "**business day**" shall mean a weekday other than a U.S. Federal holiday.

9. Term and Termination. This Agreement shall begin on the Effective Date and shall continue for two (2) years unless terminated as provided herein. Either Party may terminate this Agreement with or without cause upon ninety (90) days' prior written notice to the other Party. If the Agreement is terminated without cause, the Candidates shall be allowed to complete Clinical Practice at the Location.

10. Miscellaneous.

    a. This Agreement shall be governed in accordance with the laws of the Commonwealth of Pennsylvania. Any disputes between the parties shall be litigated in the Court of Common Pleas of Erie County Pennsylvania or the U.S. District Court for the Western District of Pennsylvania, and Moreland submits to the jurisdiction of those Courts.

    b. This Agreement and any Addenda represent the entire understanding between the Parties with respect to the subject matter contained herein and supersedes all prior agreements and understandings between the Parties, whether oral, written, electronic or otherwise with respect to the subject matter.

    c. This Agreement is for the sole benefit of Moreland and the Institution. The Candidates nor any other third party shall be a beneficiary of this Agreement or have any right to enforce the terms of this Agreement.

    d. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. All electronic copies of signatures of this Agreement shall be treated as an original for all purposes.

    e. No amendment, waiver or modification to this Agreement shall be valid or enforceable unless it is in writing and executed by both Parties.

    f. If any provision of this Agreement is held to be unenforceable, the remaining provisions of this Agreement will be unimpaired and will remain in full force and effect. If practicable, the Parties shall substitute for the affected provision an enforceable provision which approximates the intent of the affected provision.

    g. Each Party represents and warrants that the person signing below on its behalf has the authority to enter into this Agreement and that this Agreement does not violate any of its existing agreements or obligations.

[SIGNATURES ON NEXT PAGE]

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the Effective Date.

TEACH NOW, INC. dba MORELAND UNIVERSITY	**NORTH EAST SCHOOL DISTRICT**
Lauren Donmoyer, M.Ed	By:
Name: Lauren Donmoyer, M. Ed	Name: Dr. Michele S. Hartzell
Title: Student Teaching/Clinical Specialist	Title: Superintendent
Date:	Date:
Notice: **Moreland University** 1100 17th St NW Suite 650 Washington, DC 20036 Attn: Clinical Team Email: clinical@moreland.edu	Notice: **North East School District** 50 E Division Street North East, PA 16428 Attn: Dr. Michele Hartzell Email: adminoffice@nesd1.org

ADDENDUM [enter sequential number]

This Addendum One ("**Addendum**") is made as of the last date signed below by and between TeachNow, Inc. dba Moreland University ("**Moreland**") and the party identified on the signature page to this Addendum ("**Institution**"), collectively referred to as the "**Parties**." This Addendum is governed by the Memorandum of Understanding between the Parties dated as of the date set forth in Table 1 below ("**Agreement**") and, upon the date by the last of the Parties to execute this Addendum, is incorporated into the Agreement. All capitalized terms not defined in this Addendum shall have the meaning set forth in the Agreement.

The Parties agree that Clinical Practice will involve the identified Candidate for the duration, schedule, and areas of concentration as described in Table 1 below:

Table 1

Date of Memorandum of Understanding (Agreement)		
Candidate Name ("Candidate")		
Candidate's Status with Institution (add "x" to the appropriate box)		Employee or agent of Institution
		Not an employee or agent of Institution
Clinical Practice Start Date		
Clinical Practice End Date		
Clinical Practice Schedule (e.g.; M-F full-days or M-F half-days, etc.)		
Grade Level(s) of Clinical Placement		
Subject Area(s) of Clinical Placement		
Designated Mentor's Name		
Name & Address of Location		

1. Moreland's Certification. Based on the information provided in Table 1, Moreland certifies that the Candidate is currently enrolled in Moreland's Program and is eligible for Clinical Practice.
2. Institution's Certification. Based on the information provided in Table 1, Institution certifies that: (i) the Candidate is the individual accepted by the Institution for Clinical Practice at the Location; (ii) the Candidate's employment status with the Institution is as identified by the adjacent "x." Institution further certifies that it shall provide applicable policies and procedures to the Candidate prior to Clinical Practice Start Date, and it will not change the employment status of the Candidate during the term of Clinical Practice.

[SIGNATURES ON NEXT PAGE]

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the Effective Date.

TEACH NOW, INC. dba MORELAND UNIVERSITY	**NORTH EAST SCHOOL DISTRICT**
Lauren Donmoyer, M.Ed	By:
Name: Lauren Donmoyer, M. Ed	Name: Dr. Michele S. Hartzell
Title: Student Teaching/Clinical Specialist	Title: Superintendent
Date:	Date:

BOARD POLICY

102 Academic Standards

POLICY NUMBER	VERSION	DOCUMENT STATUS	WORKFLOW
102	v2.7	UNDER REVIEW	First Reading

PRINTED
11/4/2026

PURPOSE

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

DEFINITION

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

AUTHORITY

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

1. English Language Arts (reading, writing, speaking and listening) - **PA Core Standards**.
2. Mathematics **-** **PA Core Standards**.
3. ~~Science and Technology - to include reading in science and technology, and writing for science and technology.~~
4. Science, Environment, Ecology, Technology and Engineering (Grades K-5) **- PA Integrated Standards (Science, Technology & Engineering, Environmental Literacy and Sustainability (STEELS) Standards)**.
5. Science, Environment and Ecology (Grades 6-12) (**Science, Technology & Engineering, Environmental Literacy and Sustainability (STEELS) Standards)**.
6. Technology and Engineering (Grades 6-12) (**Science, Technology & Engineering, Environmental Literacy and Sustainability (STEELS) Standards)**.

7. Social Studies (history, geography, civics and government, economics) - to include **PA Core Standards** reading in history and social studies, and writing for history and social studies.
8. Arts and Humanities.
9. Career Education and Work.
10. Health, Safety and Physical Education.
11. Family and Consumer Science.
12. **Personal Finance.**
13. ~~Other content areas taught or supported by national standards.~~

Guidelines

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

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

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

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

PSBA Revision 8/26 © 2026 PSBA

Legal Footnotes

[1] 22 PA Code 4.11
LEGAL REFERENCE

[2] 22 PA Code 4.12
LEGAL REFERENCE

[3] 22 PA Code 4.3
LEGAL REFERENCE

[4] Pol. 105 — Curriculum
POLICY REFERENCE

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

[6] Pol. 127 — Assessment System
POLICY REFERENCE

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

[8] Pol. 113 — Special Education
POLICY REFERENCE

[9] 24 P.S. 1556
LEGAL REFERENCE

BOARD POLICY

204 Attendance

POLICY NUMBER	VERSION	DOCUMENT STATUS	WORKFLOW
204	v2.2	UNDER REVIEW	First Reading

PRINTED
11/4/2026

Purpose

The Board recognizes that attendance is an important factor in educational success, and supports a comprehensive approach to identify and address attendance issues.[1]

Authority

~~Attendance shall be required~~ **The Board requires the attendance** of all students during the days and hours that school is in session, except that authorized district staff may excuse a student for temporary absences ~~upon receipt of satisfactory evidence of mental, physical, or other urgent reasons that may reasonably cause the student's absence~~ **in accordance with applicable laws and regulations, Board policy and administrative procedures**.[2][3][4][5][6][7]

~~The Board shall establish and enforce attendance requirements, in accordance with applicable laws and regulations, Board policy and administrative regulations~~.

Definitions

Compulsory school age shall mean the period of a student's life from the time the student's parents/guardians elect**s** to have the child enter school, ~~and~~ which shall be no later than ~~eight (8)~~ **six (6)** years of age until the child reaches ~~seventeen (17)~~ **eighteen (18)** years of age. ~~Beginning with the academic year 2020-2021, compulsory school age~~

~~shall mean no later than age six (6) until age eighteen (18).~~ The term does not include a student who holds a certificate of graduation from a regularly accredited, licensed, registered or approved high school.[8]

Habitually truant shall mean six (6) or more school days of unexcused absences during the current school year by a student subject to compulsory school attendance.[8]

Truant shall mean having incurred three (3) or more school days of unexcused absences during the current school year by a student subject to compulsory school attendance.[8]

Parent/Guardian shall mean a:[8]

1. Custodial biological or adoptive parent.
2. Noncustodial biological or adoptive parent.
3. Guardian of the person of a student.
4. Person with whom a student lives and who is acting in a parental role of a student.

This ~~definition~~ **term** shall not include any county agency or person acting as an agent of the county agency in the jurisdiction of a dependent child as defined by law.[9]

School-based or community-based attendance improvement program shall mean a program designed to improve school attendance by seeking to identify and address the underlying reasons for a ~~child's~~ **student's** absences. The term may include an educational assignment in an alternative education program, provided the program does not include a program for disruptive youth established pursuant to Article XIX-C of the Pennsylvania Public School Code.[8]

Delegation of Responsibility

The Superintendent or designee shall annually notify students, parents/guardians, staff, local children and youth agency and local Magisterial District Judges about the district's attendance policy by publishing such policy in student handbooks, newsletters, on the district website and through other efficient communication methods.[1][10]

The Superintendent shall require the signature of the parent/guardian confirming that the policy has been reviewed and that the parent/guardian understands the compulsory school attendance requirements.

The Superintendent or designee, in coordination with the building principal, shall be responsible for the implementation and enforcement of this policy.

The Superintendent or designee shall develop administrative regulations for the attendance of students which:

1. Govern the maintenance of attendance records in accordance with law.[11][12]
2. Detail the process for submission of requests and excuses for student absences.
3. Detail the process for written notices, School Attendance Improvement Conferences, School Attendance Improvement Plans, and referrals to a school-based or community-based attendance improvement program, the local children and youth agency, or the appropriate magisterial district judge.
4. Clarify the district's responsibility for collaboration with nonpublic schools in the enforcement of compulsory school attendance requirements.
5. Ensure that students legally absent have an opportunity to make up work.

Guidelines

Compulsory School Attendance Requirements

All students of compulsory school age who reside in the district shall be subject to the compulsory school attendance requirements.[5]

A student shall be considered in attendance if present at any place where school is in session by authority of the Board; the student is receiving approved tutorial instruction, or health or therapeutic services; the student is engaged in an approved and properly supervised independent study, work-study or career education program; or the student is receiving approved homebound instruction or the student's placement is instruction in the home.[2][5][14] **[15]** **[16][17][18][19][20]**

The following students shall be excused from the requirements of attendance at district schools, upon request and with the required approval:

1. On certification by a physician or submission of other satisfactory evidence and on approval of the Department of Education, children who are unable to attend school or apply themselves to study for mental, physical or other reasons that preclude regular attendance.[6][7][20]

2. Students enrolled in nonpublic or private schools in which the subjects and activities prescribed by law are taught.[5][20]

3. Students attending college who are also enrolled part-time in district schools.[21]

4. Students attending a home education program or private tutoring in accordance with law. **[2][18]**[24] **[25]** [26][27]

5. Students fifteen (15) or sixteen (16) years of age whose enrollment in private trade or business schools has been approved.[2]

6. Students fifteen (15) years of age, as well as students fourteen (14) years of age who have completed the highest elementary grade, engaged in farm work or private domestic service under duly issued permits.[7]

7. Students sixteen (16) years of age regularly engaged in useful and lawful employment during the school session and holding a lawfully issued employment certificate. Regularly engaged means thirty-five (35) or more hours per week of employment.[7][14]

Excused/Lawful Absence

For purposes of this policy, the following conditions or situations constitute reasonable cause for absence from school:

1. Illness, including if a student is dismissed by designated district staff during school hours for health-related reasons.[3][6]

2. Obtaining professional health care or therapy service rendered by a licensed practitioner of the healing arts in any state, commonwealth or territory.[6]

3. Quarantine.

4. Family emergency.

5. Recovery from accident.

6. Required court attendance.

7. Death in family.

8. Participation in a project sponsored by a statewide or countywide 4-H, FFA or combined 4-H and FFA group, upon prior written request.[1][3]

9. Participation in a musical performance in conjunction with a national veterans' organization or incorporated unit, as defined in law, for an event or funeral.[3]

a. The national veterans' organization or incorporated unit must provide the student with a signed excuse, which shall include the date, location, and time of the event or funeral.

b. The student shall furnish the signed excuse to the district prior to being excused from school.

10. Observance of a religious holiday observed by bona fide religious group, upon prior written request from the parent/guardian.[28]

11. Nonschool-sponsored educational tours or trips, if the following conditions are met: [3][29]

a. The parent/guardian submits a request for Approval of Trip form and it is approved at least five (5) school days in advance of the absence.

b. The student's participation has been approved by the Superintendent or designee.

c. The adult directing and supervising the tour or trip is acceptable to the parents/guardians and the Superintendent.

12. College or postsecondary institution visit, with prior approval.

13. Absence due to severe weather conditions when the administration has issued a ruling granting excused status to such absence.

14. Other urgent reasons that may reasonably cause a student's absence, as well as circumstances related to homelessness and foster care **and other forms of educational instability**. ~~Urgent reasons shall be strictly construed and do not permit irregular attendance~~.[3][6][30]

The district may limit the number and duration of nonschool-sponsored educational tours or trips and college or postsecondary institution visits for which excused absences may be granted to a student during the school year.

Temporary Excusals -

The following students may be temporarily excused from the requirements of attendance at district schools:

1. Students receiving tutorial instruction in a field not offered in the district's curricula from a properly qualified tutor approved by the Superintendent, when the excusal does not interfere with the student's regular program of studies.[2][14][18]

2. Students participating in a religious instruction program, if the following conditions are met:[28][31]

    a. The parent/guardian submits a written request for excusal. The request shall identify and describe the instruction, and the dates and hours of instruction.

    b. The student shall not miss more than thirty-six (36) hours per school year in order to attend classes for religious instruction.

    c. Following each absence, the parent/guardian shall submit a statement attesting that the student attended the instruction, and the dates and hours of attendance.

3. School age children unable to attend school upon recommendation of the school physician and a psychiatrist or school psychologist, or both, and with approval of the Secretary of Education.[19]

Parental Notice of Absence -

Absences shall be treated as unexcused until the district receives a written excuse explaining the absence, to be submitted within three (3) days of the absence.

A maximum of ten (10) days of cumulative lawful absences verified by parental notification shall be permitted during a school year. All absences beyond ten (10) cumulative days shall require an excuse from a licensed practitioner of the healing arts.

Unexcused/Unlawful Absence

For purposes of this policy, absences which do not meet the criteria indicated above shall be permanently considered unexcused.

Pregnancy and/or childcare shall not be considered an acceptable excuse for absence unless a physician has certified that the student should not attend school because of a potential or actual health problem. The student must then apply for homebound instruction.

An out-of-school suspension may not be considered an unexcused absence.[8]

Parental Notification -

District staff shall provide prompt notice to the parent/guardian upon each incident of unexcused absence.

Enforcement of Compulsory Attendance Requirements

Student is Truant -

When a student has been absent for three (3) days during the current school year without a lawful excuse, district staff shall provide notice to the person in parental relation who resides in the same household as the student within ten (10) school days of the student's third unexcused absence.[29]

The notice shall:[32]

1. Include a description of the consequences if the student becomes habitually truant;

2. Be in the mode and language of communication preferred by the person in parental relation **and**

a. Include notice that a habitually truant student may not transfer, during the school year, to a cyber charter school unless a judge determines that the transfer is in the best interest of the student; and

b. Include resources available to assist the student and the parent/guardian with returning the student to compliant compulsory attendance and opportunities for academic recovery in response to the truant behavior.

When **the notice is** transmitted to a person who is not the biological or adoptive parent, **it shall** also be provided to the student's biological or adoptive parent, if the parent's mailing address is on file with the school and the parent is not precluded from receiving the information by court order.

The notice may include the offer of a School Attendance Improvement Conference.[29]

If the student incurs additional unexcused absences after issuance of the notice and a School Attendance Improvement Conference was not previously held, district staff shall offer a School Attendance Improvement Conference.[32]

School Attendance Improvement Conference (SAIC) -

District staff shall notify the person in parental relation in writing and by telephone of the date and time of the SAIC.[32]

The purpose of the SAIC is to examine the student's absences and reasons for the absences in an effort to improve attendance with or without additional services.[8]

The following individuals shall be invited to the SAIC:[8]

1. The student.

2. The student's person in parental relation.

3. Other individuals identified by the person in parental relation who may be a resource.

4. Appropriate school personnel.

5. Recommended service providers.

Neither the student nor the parent/guardian shall be required to participate, and the SAIC shall occur even if the person in parental relation declines to participate or fails to attend the scheduled conference.[29]

The outcome of the SAIC shall be documented in a written School Attendance Improvement Plan. The Plan shall be retained in the student's file. A copy of the Plan shall be provided to the person in parental relation, the student and appropriate district staff.[29]

The district may not take further legal action to address unexcused absences until after the scheduled SAIC has been held and the student has incurred six (6) or more days of unexcused absences.[29]

Student is Habitually Truant -

When a student under fifteen (15) years of age is habitually truant, district staff:[33]

1. Shall refer the student to:

    a. A school-based or community-based attendance improvement program; or

    b. The local children and youth agency.

2. May file a citation in the office of the appropriate magisterial district judge against the person in parental relation who resides in the same household as the student.[33]

When a student fifteen (15) years of age or older is habitually truant, district staff shall:[33]

1. Refer the student to a school-based or community-based attendance improvement program; or

2. File a citation in the office of the appropriate magisterial district judge against the student or the person in parental relation who resides in the same household as the student.

District staff may refer a student who is fifteen (15) years of age or older to the local children and youth agency, if the student continues to incur additional unexcused absences after being referred to a school-based or community-based attendance improvement program, or if the student refuses to participate in such program.[33]

Regardless of age, when district staff refer a habitually truant student to the local children and youth agency or file a citation with the appropriate magisterial district judge, district staff shall provide verification that the school held a SAIC.[33]

Unless a judge determines that it is in the student's best interest, a habitually truant student will not be permitted to transfer to a cyber charter school during the school year. [32]

Filing a Citation -

A citation shall be filed in the office of the appropriate magisterial district judge whose jurisdiction includes the school in which the student is or should be enrolled, against the student or parent/guardian to the student.[34]

Additional citations for subsequent violations of the compulsory school attendance requirements may only be filed against a student or person in parental relation in accordance with the specific provisions of the law.[34]

Special Needs and Accommodations

If a truant or habitually truant student may qualify as a student with a disability, and require special education services or accommodations, the Director of Special Education shall be notified and shall take action to address the student's needs in accordance with applicable law, regulations and Board policy.[16] [35] [36] [37]

For students with disabilities who are truant or habitually truant, the appropriate team shall be notified and shall address the student's needs in accordance with applicable law, regulations and Board policy.[16] [35] [37]

Discipline

The district shall not expel or impose out-of-school suspension, disciplinary reassignment or transfer for truant behavior.[32]

PSBA Rev. 12/2025 @ PSBA

Legal Footnotes

[1] 22 PA Code 11.41
LEGAL REFERENCE

[2] 22 PA Code 11.23
LEGAL REFERENCE

[3] 22 PA Code 11.25
LEGAL REFERENCE

[4] 22 PA Code 12.1
LEGAL REFERENCE

[5] 24 P.S. 1327
LEGAL REFERENCE

[6] 24 P.S. 1329
LEGAL REFERENCE

[7] 24 P.S. 1330
LEGAL REFERENCE

[8] 24 P.S. 1326
LEGAL REFERENCE

[9] 42 Pa. C.S.A. 6302
LEGAL REFERENCE

[10] 24 P.S. 510.2
LEGAL REFERENCE

[11] 24 P.S. 1332
LEGAL REFERENCE

[12] 24 P.S. 1339
LEGAL REFERENCE

[14] 22 PA Code 11.28
LEGAL REFERENCE

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

[16] Pol. 116
POLICY REFERENCE
Referenced policy is not available in this policy book.

[17] Pol. 117
POLICY REFERENCE
Referenced policy is not available in this policy book.

[18] Pol. 118
POLICY REFERENCE
Referenced policy is not available in this policy book.

[19] 22 PA Code 11.34
LEGAL REFERENCE

[20] 22 PA Code 11.34
LEGAL REFERENCE

[21] 22 PA Code 11.5
LEGAL REFERENCE

[24] 24 P.S. 1327.1
LEGAL REFERENCE

[25] Pol. 137 — Home Education Programs
POLICY REFERENCE

[28] 22 PA Code 11.21
LEGAL REFERENCE

[29] 22 PA Code 11.26
LEGAL REFERENCE

[31] 24 P.S. 1546
LEGAL REFERENCE

[32] 24 P.S. 1333
LEGAL REFERENCE

[33] 24 P.S. 1333.1
LEGAL REFERENCE

[34] 24 P.S. 1333.2
LEGAL REFERENCE

[35] Pol. 113 — Special Education
POLICY REFERENCE

[36] Pol. 113.3 — Screening and Evaluations for Students With Disabilities
POLICY REFERENCE

[37] Pol. 114 — Gifted Education
POLICY REFERENCE

BOARD POLICY

705 Safety PSBA TITLE OF THIS POLICY IS "FACILITIES AND WORKPLACE SAFETY"

POLICY NUMBER	VERSION	DOCUMENT STATUS	WORKFLOW
705	v2.2	UNDER REVIEW	First Reading

PRINTED
11/4/2026

Purpose

The Board recognizes that district facilities must be maintained and operated in a condition that ~~is safe for~~ **prioritizes the safety of** students, staff and visitors.

Authority

~~The Board directs that a district-wide safety program shall be maintained to ensure a safe and secure environment for all students, staff and visitors as well as to protect district buildings, equipment and property. The safety program shall provide: instruction for students and staff in safety and accident prevention; protective devices where they are required for safety; and suitable and safe equipment necessary for the conduct of the educational programs and operation of the schools.~~

The Board directs the district to provide facilities and equipment for the safe conduct of the educational programs and operations of the schools, in accordance with guidelines issued by state and local officials, and the Board-approved health and safety plan.

Delegation of Responsibility

The Superintendent or designee shall ~~develop and present to the Board for its approval a school safety plan that addresses school safety issues and prevention of accidents and fire and includes applicable requirements of law and regulations~~ **periodically review and**

evaluate district health and safety plans, as necessary. [7]

The Superintendent or designee shall:

1. Ensure curriculum to instruct students in safety and fire prevention.[1]

2. Provide required drills and instruct students in safety procedures.[2][1][3]

3. ~~Review and evaluate annually district safety rules and plans.~~

Administrators shall ~~inform all staff and students~~ **ensure that all staff and students are informed** of **health and** safety rules at the beginning of the school year **and whenever conditions and requirements change. Administrators shall provide ongoing education and post signage to assist staff and students in complying with health and safety rules**. [7]

Guidelines

Certified Workplace Safety Committee

A workplace safety committee shall be established to promote the district's goals concerning safe schools.[4][5][6][7]

The workplace safety committee shall be composed of a minimum of four (4) members, including two (2) district administrators and two (2) employee representatives.

If the number of members on the workplace safety committee exceeds four (4), the committee shall be composed of an equal number of administrators and employees unless otherwise agreed upon by both groups. The district administrators shall not constitute a majority of the workplace safety committee.

It shall be the responsibility of the workplace safety committee to:

1. Evaluate the current safety program.

2. Establish procedures for conducting and documenting the findings of periodic inspections to locate and identify safety and health hazards.

3. Make recommendations to correct hazards.

4. Review, in a timely manner, incident and accident report and investigation forms.

5. Conduct follow-up evaluations on the effectiveness of new health and safety equipment or safety procedures.

A quorum of the workplace safety committee members shall meet at least once a month.

The workplace safety committee shall develop and maintain operating procedures, membership lists, committee meeting agendas, attendance lists and minutes of each meeting.

All decisions of the committee shall be made by majority vote of members present.

The Superintendent or designee shall ensure that a qualified trainer provides all committee members with adequate, annual training in safety committee structure and operation, hazard detection and inspection, and accident and illness prevention and investigation.

The Superintendent or designee shall maintain written records of workplace safety committee training.

Legal Footnotes

[1] **24 P.S. 1518**
LEGAL REFERENCE

[2] **24 P.S. 1517**
LEGAL REFERENCE

[3] **Pol. 805**
POLICY REFERENCE
Referenced policy is not available in this policy book.

[4] **24 P.S. 223**
LEGAL REFERENCE

[5] **34 PA Code 129.1001 et seq**
LEGAL REFERENCE

[6] **72 P.S. 1722-J**
LEGAL REFERENCE

[7] **77 P.S. 1038.2**
LEGAL REFERENCE

BOARD POLICY

707 Use of School Facilities

POLICY NUMBER	VERSION	DOCUMENT STATUS	WORKFLOW
707	v2.4	UNDER REVIEW	First Reading

PRINTED
11/4/2026

Purpose

~~The North East Board of School Directors, upon request and subject to the following conditions, procedures and fees, hereby adopts a policy to permit the general public use of school buildings, or portions thereof, and of the grounds and other property under its control when such facilities are not in actual use for school purposes.~~

~~The district encourages the use of school facilities by the public when they are not in use for their primary purpose of educating students. Information regarding application procedures, fee structure, and regulations governing the use of public schools is available in the main administration office or through the building principal.~~

The Board recognizes that although the primary purpose of the school buildings, facilities and property is to provide students with an appropriate learning environment, the Board may make school facilities available to individuals and community groups without discrimination and in accordance with this policy, provided the use does not interfere with the educational program of the schools. This policy establishes conditions, restrictions and procedures for the use of school facilities for nonschool-sponsored purposes.

Authority

The Board directs that use of school facilities may be granted to individuals and community groups for the following types of activities:

1. Instruction in any branch of education, learning and the arts, consistent with the district's mission.

2. Social, civic and recreational meetings and entertainment, and other uses pertaining to the welfare of the community; but such use shall be non-exclusive and open to the public without charge.

3. Polling places for holding primaries, elections and special elections, as permitted or required by state law.

4. Recreation, physical training and athletics, including competitive athletic contests for children and adults.

The Board shall establish a schedule of fees for the use of school facilities by approved groups.[1]

Delegation of Responsibility

The Superintendent shall ensure that this policy is posted on the district's publicly accessible website.[2]

The Superintendent or designee shall implement administrative regulations or procedures for requesting and granting permission for use of school facilities and shall distribute the necessary information to individuals affected by them.

An application for use of school facilities may be disapproved because of noncompliance with established policy and procedures by the Superintendent.

Guidelines

Classes for Utilization of School Facilities

CLASS I - Rental Fees Waived

1. School District Related:

a. North East School District students who are authorized and supervised to conduct programs directly related to school curriculum.

b. Girl Scouts, Boy Scouts, Brownies, Cub Scouts (those sponsored by a specific school).

c. Adult extension course, Summer School.

d. Business meetings of direct school support organizations.

e. Helping Hands and Booster Groups (Meetings only).

f. Educational or professional meetings of North East School District employee groups.

2. School District Affiliated:

a. Programs authorized by the North East Recreation Commission.

3. Youth Programs:

a. Programs directly affecting North East students, e.g.:

i. North East Little ~~Gridders program~~ **Pickers**

ii. North East Swim Club

iii. Youth programs sponsored by North East churches

4. Community-based Non-Profit Programs

a. Programs organized for the purpose of benefitting non-profit charitable organizations in the North East community that are recognized by the Internal Revenue Service as tax-exempt, pursuant to Section 501(c)(3).

CLASS II - Rental Fees Charged

All other groups not defined in Class I above.

Application Process

An individual or community group requesting permission to use school buildings, facilities or school property must submit a written request on the prescribed application form at least ten (10) days in advance of the proposed date to the building principal.

The application must specify the portion of the school facilities requested for use; proposed activities; number of individuals participating; and the date, time and duration of the proposed event.

Along with the completed application, the individual or group must submit the following:

1. Payment of the specified rental fee.
2. Evidence of organizational liability to limits required by district guidelines.
3. Documentation evidencing the district shall be held harmless by the user for any liability that arises from use of school facilities by the individual or group.

Application Evaluation

No application to use school facilities shall be approved if the proposed activity would result in any of the following:

1. Conflict with any school-sponsored activity.
2. Access to school facilities closed due to renovations, maintenance, cleaning, the school calendar, or Board action.
3. Access to school facilities containing equipment or furnishings which would be detrimental to the operation of a district program if damaged or operated by an unqualified operator.
4. The proposed use would prevent or encumber district personnel from preparing school facilities for their primary purpose, because of the nature or duration of the activity.

5. Individual or community group uses school facilities in excess of five (5) times during any calendar year for the same purpose. This limitation shall not apply to individual athletic contests for children or adults that are part of an overall athletic season schedule, ~~and~~ **when** the use is approved by the Board.

Limitations

When individuals and community groups receive written permission to use school facilities under this policy, such use shall be conditioned upon strict compliance with the following:

1. Individuals shall not use, access or enter upon any portions of the school facilities or their contents not specified in the approved written request form.

2. Individuals shall refrain from any conduct or activities not specifically identified in the approved written request form.

3. When advertising or promoting activities held at school facilities, individuals and community groups shall clearly communicate that the activities are not being sponsored by the school district.

4. School equipment used in conjunction with requested facilities shall be identified when the application is submitted. Users of school equipment must accept liability for any damage to or loss of equipment that occurs while in their use. Where rules so specify, no equipment may be used except by a qualified operator, provided by the school.

Prohibited Activities

The following activities are strictly prohibited in school facilities when individuals and community groups are granted written permission to use said school facilities:[3]

1. Possession, use or distribution of ~~illegal drugs and/or alcoholic beverages~~ **controlled substances prohibited by state or federal law.**

2. Possession of weapons.

3. Conduct that would alter, damage or be injurious to any district property, equipment or furnishings.

4. Conduct that would constitute a violation of the Pennsylvania Crimes Code, and/or state and federal laws and regulations.

5. Gambling, games of chance, lotteries, raffles or other activities requiring a license under the Local Option Small Games of Chance Act, unless such activity has been expressly authorized by the Board or administration.[8][9]

6. **Use of tobacco** ~~products/nicotine and nicotine delivery~~ **and vaping products, and other e-cigarettes, as defined in the law. [4][5][6][7] Products approved by the United States Food and Drug Administration for sale as a tobacco cessation product or for other therapeutic purposes where the product is marketed and sold solely for such approved purpose, are permitted, as long as the product is not inhaled.**

7. **Medical marijuana products as prohibited by federal law.**

8. **Possession, use or distribution of alcoholic beverages.**

Violations

The district reserves the right to remove from district premises any individual or community group who fails to comply with the terms and conditions of this policy and established procedures.[3]

In the event an individual or community group violates this policy or the terms under which permission was granted to use school facilities, that individual or community group forfeits the right to submit future written requests to use district property, unless otherwise decided by the Board.

Fee Schedule

Use of school facilities for activities directly related to the educational program and district operations shall be without cost to users except that the user shall be responsible for extra custodial fees.

School Security

The North East School District provides numerous opportunities for students and members of the community to attend school-related activities on District property. The Board of School Directors believes that it has the responsibility to provide reasonable security to ensure the safety and welfare of those individuals attending school-sponsored activities on District property.

To this end, the District will **make every effort to provide** security personnel to assist in a supervisory capacity in the provisions for the security and protection of those attending school-related activities on District property. Prior to being employed in the capacity of security personnel, individuals must submit proof of training regarding the appropriate use of force and use of deadly force as required by the Lethal Weapons Training Act, Act 235 of 1974, and other training as required by any other relevant Pennsylvania law. The **Director of Athletics and/or designee in coordination with the** building ~~principal~~ **administrator** associated with a school activity requiring security personnel is responsible for scheduling these personnel on an as-needed basis for school-sponsored activities.

For non-school sponsored activities, it is the responsibility of the organization to provide security services.

PSBA Revision 5/24 @ 2024 PSBA

Legal Footnotes

[1] 24 P.S. 775
LEGAL REFERENCE

[2] 24 P.S. 510.2
LEGAL REFERENCE

[3] 24 P.S. 511
LEGAL REFERENCE

[4] 18 Pa. C.S.A. 6306.1
LEGAL REFERENCE

[5] 20 U.S.C. 7972
LEGAL REFERENCE

[6] 20 U.S.C. 7973
LEGAL REFERENCE

[8] 10 P.S. 328.101 et seq
LEGAL REFERENCE

[9] 61 PA Code 901.701
LEGAL REFERENCE

BOARD POLICY

904 Public Attendance at School Events

POLICY NUMBER	VERSION	DOCUMENT STATUS	WORKFLOW
904	v2.3	UNDER REVIEW	First Reading

PRINTED
11/4/2026

Purpose

The Board welcomes the public at activities and events sponsored by the school district, but the Board also acknowledges its duty to maintain order and preserve school facilities and health and safety during such events. This policy establishes conditions, restrictions and procedures to regulate public attendance and conduct at school and school-sponsored activities.

Definition

~~State law defines the term tobacco product to broadly encompass~~ **For purposes of this policy, tobacco product encompasses** not only tobacco but also vaping products including ~~the product marketed as Juul and other~~ electronic cigarettes (e-cigarettes). **Tobacco products**, for purposes of this policy and in accordance with law, shall be defined to include the following:[1][2]

1. Any product containing, made or derived from tobacco or nicotine that is intended for human consumption, whether smoked, heated, chewed, absorbed, dissolved, inhaled, snorted, sniffed or ingested by any other means, including, but not limited to, a cigarette, cigar, little cigar, chewing tobacco, pipe tobacco, snuff and snus.

2. Any electronic device that delivers nicotine or another substance to a person inhaling from the device, including, but not limited to, electronic nicotine delivery systems, an electronic cigarette, a cigar, a pipe and a hookah.

3. Any product containing, made or derived from either:

    a. Tobacco, whether in its natural or synthetic form; or

    b. Nicotine, whether in its natural or synthetic form, which is regulated by the United States Food and Drug Administration as a deemed tobacco product.

4. Any component, part or accessory of the product or electronic device listed in this definition, whether or not sold separately.

The term **tobacco product** does not include the following:[1][2]

1. A product that has been approved by the United States Food and Drug Administration for sale as a tobacco cessation product or for other therapeutic purposes where the product is marketed and sold solely for such approved purpose, as long as the product is not inhaled.

2. **A device, included under the definition of tobacco product above, if sold by a dispensary licensed in compliance with the Medical Marijuana Act.** ***Federal law requires the district to maintain a drug-free environment, at which marijuana of any kind is prohibited.***[3][4]

Authority

The Board has the authority to prohibit at a school event the attendance of any individual whose conduct may constitute a disruption. **The Superintendent or designee and building principal may limit attendance to designated areas or may limit the number of attendees to school events when necessary to protect the health and safety of students, staff and the public, in accordance with Board-approved health and safety plans and guidance from state and local officials.**

The Board prohibits gambling and the possession and use of controlled substances prohibited by state or federal law, alcoholic beverages and weapons on school premises.[5][6]

Attendees shall be informed of the district's health and safety rules through announcements and posting of appropriate signage. Health and safety rules must be followed prior to entry and while attendees are in school buildings and on school property, in accordance with Board policy, district procedures, the Board-approved health and safety plans and guidance from state and local officials.[7]

Tobacco and Vaping Products

The Board prohibits use of tobacco and vaping products, **including** ~~the product marketed as Juul and other~~ e-cigarettes, by any persons at any time in a school building; on school buses or other vehicles that are owned, leased or controlled by the school district; or on property owned, leased or controlled by the school district.[2][8]

This policy does not prohibit the use of a nicotine patch, gum or lozenge as a smoking cessation product by adult members of the pubic in attendance at school events.

The Board deems it to be a violation of this policy for an individual in attendance at school or a school-sponsored activity to furnish a tobacco or vaping **product,** ~~including the product marketed as Juul or any other e-cigarette,~~ to a minor.[1]

Delegation of Responsibility

A schedule of fees for attendance at school events shall be prepared by the Superintendent or designee and adopted by the Board.

The Superintendent shall ensure that this policy is posted on the district's publicly accessible website.[9]

Reports

~~Office for Safe Schools~~ Annual School Safety and Security Incidents *Report*

The Superintendent shall annually, by July 31, report all incidents of prohibited possession, use or sale of tobacco and vaping **products**~~,~~ ~~including Juuls and other e-cigarettes,~~ by any person on school property to the Office for Safe Schools **PA Department of Education** on the required form.**[10][11]** **[12]**

Law Enforcement Incident Report –

In accordance with state law and regulations, the procedures set forth in the memorandum of understanding with ~~local~~ **law** enforcement and Board policies, the Superintendent or designee may report to the ~~School Resource Officer (SRO) or to the local police department~~ **law enforcement agency** that has jurisdiction over the school's property, the use or sale of tobacco ~~or vaping~~ **products**~~, including Juuls and other e-cigarettes to minors,~~ by any person in a school building; on a school bus or other vehicles that are owned, leased or controlled by the school district; or on any property owned leased or controlled by the school district.[1][2]**[10][11]**[12][13][14]

Guidelines

Free Admittance

Gold Cards are available in the Administration office for all senior citizens age 60 and over who are district residents, providing admittance without charge to all school events on campus unless otherwise designated.

Current Employee Identification will provide attendance at no charge to all district employees and one guest to all school events on campus unless otherwise designated.

Free passes to school events will be available to each Board member~~. unless otherwise designated.~~

The Board will honor athletic passes from all districts that are members of conferences in which teams of this district compete and honor the passes of this district.

Service Animals

Individuals with disabilities may be accompanied by their service animals while on district property for events that are open to the general public in accordance with Board policy and state and federal laws and regulations.[15][16][17]

PSBA Revision 6/24 © 2024 PSBA

Legal Footnotes

[1] 18 Pa. C.S.A. 6305
LEGAL REFERENCE

[2] 18 Pa. C.S.A. 6306.1
LEGAL REFERENCE

[3] 20 U.S.C. 7118
LEGAL REFERENCE

[5] 24 P.S. 511
LEGAL REFERENCE

[6] 24 P.S. 775
LEGAL REFERENCE

[8] 20 U.S.C. 7973
LEGAL REFERENCE

[9] 24 P.S. 510.2
LEGAL REFERENCE

[10] 24 P.S. 1306.2-B
LEGAL REFERENCE

[11] 24 P.S. 1319-B
LEGAL REFERENCE

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

[13] 22 PA Code 10.2
LEGAL REFERENCE

[14] 22 PA Code 10.22
LEGAL REFERENCE

[15] 28 CFR 35.136
LEGAL REFERENCE

[16] 43 P.S. 953
LEGAL REFERENCE

[17] Pol. 718 — Service Animals in Schools
POLICY REFERENCE

BOARD POLICY

918 Title I Parent and Family Engagement

POLICY NUMBER	VERSION	DOCUMENT STATUS	WORKFLOW
918	v2.2	UNDER REVIEW	First Reading

PRINTED
11/4/2026

I. General Expectations

Purpose

The Board recognizes that meaningful parent and family engagement contributes to the achievement of state academic standards by students participating in Title I programs. The Board views the education of students as a cooperative effort among the school, parents and family members, and community.[1][2]

Definition

Parent and Family (Family Member) - these terms are used interchangeably and shall include caregivers, a legal guardian or other person standing in loco parentis such as a grandparent or stepparent with whom the child lives, a person who is legally responsible for the child's welfare, or a legally appointed Education Decision Maker of a child participating in a Title I program.

Authority

The Board directs the district and each of its schools with a Title I program to:[1]

1. Conduct outreach to all parents and family members.

2. Include parents and family members in development of the district's overall Title I Plan and process for school review and improvement.[3]

3. Include parents and family members in the development of the Title I Parent and Family Engagement Policy. Following adoption of the policy by the Board, the policy shall be:

    a. Distributed in writing to all parents and family members.

    b. Incorporated into the district's Title I Plan.[3]

    c. Posted to the district's publicly accessible website.[4]

    d. Evaluated annually with parent and family involvement.

4. Provide opportunities and conduct meaningful collaborations with parents and family members in the planning and implementation of Title I programs, activities and procedures.

Accessibility

The district and each of its schools with a Title I program shall provide communications, information and school reports to parents and family members who have limited English proficiency, a disability, limited literacy, or racial and ethnic minority backgrounds, in a language they can understand.[1] **[5]**

Delegation of Responsibility

The Superintendent or designee shall ensure that the district's Title I Parent and Family Engagement Policy, plan and programs comply with the requirements of federal law.[1][3]

The Superintendent or designee shall ensure that the district and its schools with Title I programs provide opportunities for the informed participation of parents and family members by providing resources, information and school reports in an understandable and uniform format or, upon request, in another format. Such efforts shall include:

1. Providing communications in clear and simple language.

2. Posting information for parents and family members on the district's website.

3. Including a telephone number for parents and family members to call with questions.

4. Partnering with community agencies which may include libraries, recreation centers, community-based organizations and faith-based organizations to assist in sharing information.

5. Provide language access services to families with limited English proficiency through on-site or telephonic translation and interpretation services, as appropriate. [5]

The building principal and/or Title I staff shall notify parents and family members of the existence of the Title I programs and provide:

1. An explanation of the reasons supporting their child's selection for the program.

2. A set of goals and expectations to be addressed.

3. A description of the services to be provided.

4. A**n electronic** copy of this policy and the School-Parent and Family Compact.[1]

Parents and family members shall actively carry out their responsibilities in accordance with this policy and the School-Parent and Family Compact. At a minimum, parents and family members shall be expected to:[1]

1. Volunteer in their child’s classroom. [6]

2. Support their child’s learning.

3. Participate, as appropriate, in decisions relating to the education of their child and positive use of extracurricular time.

4. Participate, if possible and where appropriate, in the development of the Title I program.

Guidelines

Each district school operating a Title I program shall hold an annual meeting of parents and family members at a convenient time, to explain the goals and purposes of Title I programs and to inform them of their right to be involved. Parents and family members shall be given the opportunity to participate in the design, development, operation and evaluation of the program. Parents and family members shall be encouraged to participate in planning activities, to offer suggestions, and to ask questions regarding policies and programs.[1]

The schools with Title I programs shall offer a flexible number of meetings which shall be held at various times of the morning and evening. Title I funds may be used to enable parent and family member attendance at meetings through payment of transportation and/or child care costs.[1]

The schools shall involve parents and family members in an organized, ongoing and timely way, in the planning, review and improvement of Title I programs, the Title I Parent and Family Engagement Policy and the joint development of the Title I Plan.[1][3]

At these meetings, parents and family members shall be provided:[1]

1. Timely information about programs provided under Title I.
2. Description and explanation of the curriculum in use, the forms of academic assessment used to measure student progress, and the achievement levels of the academic standards.
3. Opportunities to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children.

To ensure the continuous engagement of parents and family members in the joint development of the Title I Plan and with the school support and improvement process, the district shall:

1. Establish meaningful, ongoing two-way communication between the district, staff and parents and family members.

2. Communicate with parents and family members about the plan and seek their input and participation through the use of newsletters, the district website, email, telephone, parent and teacher conferences, and home visits if needed.

3. Train personnel on how to collaborate effectively with parents and family members with diverse backgrounds that may impede their participation, such as limited literacy or language difficulty.

4. Analyze and share the results of the Title I Parent/Family Survey.

5. Post school performance data on the district's website.

6. Distribute and discuss the School-Parent and Family Compact.

7. Host various parent and family nights at each school building with a Title I program.

8. Actively recruit parents and family members to participate in school review and improvement planning.

9. Assign district representatives to be available to work collaboratively with parents and family members, and to conduct school-level trainings to promote understanding of school data, comprehensive plans and the budgeting process.

If the Title I Plan is not satisfactory to parents and family members, the district shall submit any parent or family member comments with the plan when the school makes the plan available to the Board.[1][3]

Building Capacity for Parent and Family Engagement

The district shall provide the coordination, technical assistance, and other support necessary to assist and build the capacity of all participating schools in planning and implementing effective parent and family involvement activities to improve academic achievement and school performance through:[1]

1. Providing assistance to parents and family members in understanding such topics as the academic standards, state and local academic assessments, the requirements of parent and family involvement, how to monitor a child's progress and work with teachers to improve the achievement of their children. [2] [7]

2. Providing material and training to help parents and family members work with their children to improve academic achievement and to foster parent and family engagement, such as:

    a. Scheduling trainings in different locations on a variety of topics including how to support their child in school, literacy, school safety, cultural diversity and conflict resolution.

    b. Using technology, including education about the harms of copyright piracy, as appropriate. [8]

    c. Providing information, resources and materials in a user friendly format.

    d. Providing, as requested by a parent or family member, other reasonable support for parent and family engagement activities.

    e. Training on how to use the Parent Portal as a tool to monitor grades and achievement.

3. Educating teachers, specialized instructional support personnel, principals and other school leaders and staff, with the assistance of parents and family members, on the value and usefulness of contributions of parents and family members and in how to reach out to, communicate with, and work with them as equal partners, implement and coordinate parent and family programs, and build ties between parents and family members and the school. [9]

4. To the extent feasible and appropriate, coordinating and integrating Title I parent and family involvement efforts and activities with other federal, state and local programs, including public preschool programs, and conduct other activities, such as parent resource centers, that encourage and support parents and family members in more fully participating in the education of their children.[1] [5] [10][11][12][13][14] [15]

5. Engage the school district's PTO to actively seek out and involve parents and family members through regular updates, information sessions and assistance with the identification of effective communication strategies.

6. Train parents and family members to enhance the involvement of other parents and family members.

7. Adopt and implement model approaches to improving parent and family engagement.

8. Establish a district-wide parent and family advisory council to provide advice on all matters related to parent and family engagement in Title I programs.

9. Engage community-based organizations and businesses in parent and family engagement activities.

Coordinating Parent and Family Engagement Strategies

The district shall coordinate and integrate Title I parent and family engagement strategies with other parent and family engagement strategies required by federal, state, and local laws by:[1] [5] [10][11][12][13][14] [15]

1. Involving district and program representatives to assist in identifying specific parent and family member needs.

2. Sharing data from other programs to assist in developing initiatives to advance academic achievement and school improvement.

Annual Parent and Family Engagement Policy Evaluation

The district shall conduct, with meaningful participation of parents and family members, an annual evaluation of the content and effectiveness of this policy in improving the academic quality of all district schools with a Title I program.[1]

The evaluation shall identify:[1]

1. Barriers to parent and family member participation, with particular attention to those who are migrants, are economically disadvantaged, have a disability, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority.

2. The needs of parents and family members to assist with the learning of their children, including engaging with school personnel and teachers.

3. Strategies to support successful school and parent and family interactions.

The evaluation shall be conducted through:

1. Establishment of a schedule and process for the policy review and revision by parents and family members.

2. An evaluation of the effectiveness of the content and communication methods through a variety of methods.

3. A parent and family member and teacher survey designed to collect data on school level and district-wide parent and family engagement outcomes.

4. Documentation of parent and family member input regarding Title I programs and activities from throughout the year.

5. A parent and family advisory council comprised of a sufficient number and representative group of parents and family members to adequately represent the needs of the district's Title I population.

The district shall use the findings of the annual evaluation to design evidence-based strategies for more effective parent and family engagement, and to revise, if necessary, the district's Title I Parent and Family Engagement Policy.[1]

School-Parent and Family Compact

Each school in the district receiving Title I funds shall jointly develop with parents and family members a School-Parent and Family Compact outlining the manner in which parents and family members, the entire school staff and students will share responsibility for improved student academic achievement and the means by which the school and parents and family members will build and develop partnerships to help children achieve the state's academic standards. The compact shall:[1]

1. Describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment, enabling students in Title I programs to meet the academic standards.

2. Describe the ways in which parents and family members will be responsible for supporting their child's learning; volunteering in the classroom; and participating, as appropriate, in decisions related to their child's education and positive use of extracurricular time. [6]

3. Address the importance of ongoing two-way, meaningful communication between parents/family members and teachers through, at a minimum, annual parent-teacher conferences at the elementary level, frequent reports to parents and family members on their child's progress, reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities. [6]

Title I Funds

Unless exempt by law, the district shall reserve at least one percent (1%) of its Title I funds to assist schools in conducting parent and family engagement activities. Parents and family members shall be involved in the decisions regarding how the Title I reserved funds are used for parent and family engagement activities.[1]

Not less than ninety percent (90%) of the reserved funds shall be distributed to district schools with a Title I program, with priority given to high need schools. The district shall use the Title I reserved funds to conduct activities and strategies consistent with this policy, including:[1]

1. Supporting schools and nonprofit organizations in providing professional development for the district and school personnel regarding parent and family engagement strategies, which may be provided jointly to teachers, principals, other school leaders, specialized instructional support personnel, paraprofessionals, early childhood educators, and parents and family members. **[9]**

2. Supporting programs that reach parents and family members at home, in the community, and at school.

3. Disseminating information on best practices focused on parent and family engagement, especially best practices for increasing the engagement of economically disadvantaged parents and family members.

4. Collaborating or providing subgrants to schools to enable such schools to collaborate with community-based or other organizations or employers with a record of success in improving and increasing parent and family engagement.

5. Engaging in any other activities and strategies that the district determines are appropriate and consistent with this policy.

Documentation of Parent and Family Engagement Practices

Documentation to track the implementation of this policy is an essential part of compliance and may include, but not be limited to, sign–in sheets at workshops, meetings and conferences; schedules, training and informational materials; communications and

brochures; and meeting notes.

~~**Earle C. Davis Primary**~~ **North East Elementary School** agrees to implement the following statutory requirements:

A. The school district will put into operation programs, activities and procedures for the involvement of parents in all of its schools with Title I, Part A programs, consistent with Section 1118 of the Elementary and Secondary Education Act or ESSA. Those programs, activities and procedures will be planned and operated with meaningful consultation with parents of participating children.

B. Consistent with Section 1118, the school district will work with its schools to ensure that the required school-level parental involvement policies meet the requirements of Section 1118(b) of the Elementary and Secondary Education Act or ESSA, and each include, as a component, a school-parent compact consistent with Section 1118(d) of the Elementary and Secondary Education Act or ESSA.

C. The school district will incorporate this district-wide parental involvement policy into its LEA plan developed under Section 1112 of the Elementary and Secondary Education Act or ESSA.

D. In carrying out the Title I, Part A parental involvement requirements, to the extent practicable, the school district and its schools will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under Section 1111 of the Elementary and Secondary Education Act or ESSA in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.

E. If the LEA plan for Title I, Part A, developed under Section 1112 of the Elementary and Secondary Education Act or ESSA, is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan when the school district submits the plan to the State Department of Education.

F. The school district will involve the parents of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parental involvement is spent, and will ensure that not less than 95 percent of the one percent reserved goes directly to the schools.

G. The school district will be governed by the following statutory definition of parental involvement, and expects that its Title I schools will carry out programs, activities and procedures in accordance with this definition:

Parental involvement means the participation of parents in regular, two way, and meaningful communication involving student academic learning and other school activities, including ensuring:

1. *That parents play an integral role in assisting their child's learning*

2. *That parents are encouraged to be actively involved in their child's education at school*

3. *That parents are full partners in their child's education and are included, as appropriate, in decision-making and advisory committees to assist in the education of their child*

4. *The carrying out of other activities, such as those described in Section 1118 of the* Elementary and Secondary Education Act *or ESSA*

H. The school district will inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Center in Pennsylvania.

II. Implementation of District-Wide Parental Involvement Policy Components

A. The North East School District will take the following actions to involve parents in the joint development of its district-wide parental involvement plan under Section 1112 of the Elementary and Secondary Education Act or ESSA:

1. Write a letter to the parents of all Title I students inviting them to participate in the joint development of the district-wide parental involvement policy.

2. Publish meeting times to accommodate the greatest number of parents.

3. Publish and mail agendas prior to each meeting.

4. Allow for parents to review and comment on drafts of the policy.

B. The North East School District will take the following actions to involve parents in the process of school review and improvement under Section 1116 of the Elementary and Secondary Education Act or ESSA:

1. Allow parents to observe Title I instruction in their child's school.

2. Ask each parent to complete a written evaluation of the Title I program.

C. The North East School District will provide the following necessary coordination, technical assistance, and other support to assist Title I, Part A schools in planning and implementing effective parental involvement activities to improve student academic achievement and school performance:

1. Provide district facilities to accommodate parent resources and meeting spaces.

2. Afford parents reasonable opportunities and resources to attend meetings, seminars, and conferences.

3. Staff all Title I programs with highly qualified teachers and paraprofessionals.

4. Equip all Title I classrooms with all necessary materials and instructional resources.

D. The North East School District will coordinate and integrate parental involvement strategies in Part A with parental involvement strategies under Head Start and North East Preschool by :

1. Inviting local preschool staff to participate in district training.

2. Making available the observation of teaching in both Title I schools and local preschools.

3. Hosting transition meetings for special needs preschool students.

4. Sharing preschool and primary school curricula and practices.

E. The North East School District will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parental involvement policy in improving the quality of its Title I, Part A schools.

The evaluation will include identifying barriers to greater participation by parents in parental involvement activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background).

The school district will use the findings of the evaluation about its parental involvement policy and activities to design strategies for more effective parental involvement, and to revise, if necessary (and with the involvement of parents) its parental involvement policies.

Annual practice is to ask parents of all Title I students to evaluate the quality of services provided to students by highly qualified professional and paraprofessional staff. Additionally, parents are asked to comment on the quality and diversity of access to staff, resources, and training.

F. The North East School District will build the schools' and parents' capacity for strong parental involvement in order to ensure effective involvement of parents and to support a partnership among with school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:

1. The school district will, with the assistance of its Title I, Part A schools, provide assistance to parents of children served by the school district or school, as appropriate, in understanding topics such as the following, by undertaking the actions described in this paragraph:

a. ~~The State's academic content standards~~ **PA Core and PA Academic standards**

b. The State's student academic achievement standards

c. The State and local academic assessments including alternate assessments

d. The requirements of Part A

e. How to monitor their child's progress

f. How to work with educators:

1) Provide links to relevant sites and documents on the district website

2) Hold curriculum informational meetings with all parents; Title I reading and Title I math (when offered and available) meetings; parent conferences

3) Conduct home visits to model effective instructional practices

4) Make quarterly reports of student progress

2. The school district will, with the assistance of its schools, provide materials and training to help parents work with their children to improve their children's academic achievement, such as literacy training, and use technology, as appropriate, to foster parental involvement by:

a. Making available to parents leveled reading materials and other resources

b. Holding annual grade level and Title I curriculum meetings with parents

c. Including parents in the Case Management Team if necessary

d. Holding parent conferences annually and on an "as needed" basis; and scheduled to accommodate parents

3. The school district will, with the assistance of its schools and parents, educate its teachers, pupil services personnel, principals and other staff, in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and how to implement and coordinate parent programs and build ties between parents and schools, by:

a. Training new teachers and paraprofessionals in the use of Keeping In Touch (KIT) folders as is done ~~K-12~~ **K-5** in all buildings throughout the district

b. Training all staff to communicate effectively with parents through a variety of options, including but not limited to conferences, phone calls, journals, and email

c. Training all Title I teachers to educate parents in the use of resources, such as leveled reading materials

4. The school district will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with local agencies including programs such as GECAC Head Start and public preschool and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by inviting GECAC Head Start, other local preschool teachers, and parents when feasible, to district training sessions related to effectively involving parents, including (but not limited to) the following:

a. Title I parent meetings (e.g., Title I Parent Dinner)

b. Pre-K to K transition meetings

c. Leveled reading materials

5. The school district will take the following actions to ensure that information related to the school and parent programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand by continuing to use throughout the school year:

a. Keeping in Touch (KIT) folders

b. Home-and-school journals

c. Parent newsletters throughout the school year.

III. Adoption

This District-Wide Parental Involvement Policy has been developed jointly with, and agreed upon by the parents of children participating in Title I, Part A programs, as evidenced by the attached signature and title page.

Legal Footnotes

[1] **20 U.S.C. 6318**
LEGAL REFERENCE

[2] **Pol. 102 — Academic Standards**
POLICY REFERENCE

[3] **20 U.S.C. 6312**
LEGAL REFERENCE

[4] **24 P.S. 510.2**
LEGAL REFERENCE

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

[6] **Pol. 916 — Volunteers**
POLICY REFERENCE

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

[8] **Pol. 814 — Copyright Material**
POLICY REFERENCE

[9] **Pol. 333 — Professional Development**
POLICY REFERENCE

[10] **20 U.S.C. 7845**
LEGAL REFERENCE

[11] **29 U.S.C. 3271 et seq**
LEGAL REFERENCE

[12] **29 U.S.C. 701 et seq**
LEGAL REFERENCE

[13] **42 U.S.C. 11301 et seq**
LEGAL REFERENCE

[14] **42 U.S.C. 9831 et seq**
LEGAL REFERENCE

[15] **Pol. 212 — Reporting Student Progress**
POLICY REFERENCE