

WEST CHESTER AREA SCHOOL DISTRICT
Education Committee Meeting
September 9, 2019
7:00 p.m. Spellman Education Center
Conference Room A126

AGENDA

- | | |
|--|----------------------------|
| ★ Approval of the Combined Pupil Services and Education Committee Meeting Minutes of August 12, 2019
(see attached) | S. Tiernan |
| • Update of District Cyber School Program (see attached) | R. Sokolowski
M. Wagman |
| • Review of 2019 Advanced Placement Achievement (see attached) | S. Werner |
| • Review of 2019 SAT and ACT Test Results (see attached) | S. Werner
R. Sokolowski |
| ★ Redistricting Parameters | J. Scanlon |

★ Education Committee Voting Item

Committee Protocol for Responding to Comments from the Public:

1. A community member will be called upon by the Committee Chair.
2. If the comment can be answered quickly, or can be answered in order to clarify information, someone will respond.
3. If a community member has a more detailed question about a topic, the committee chair may refer the person to the superintendent or appropriate administrator to make an appointment so the question can be answered in more detail.

WCASD PUPIL SERVICES & EDUCATION COMMITTEE

Meeting Minutes

August 12, 2019

Start: 6:30 PM

Finish: 7:55 PM

Attending Committee Members: Sue Tiernan, Randell Spackman, M. Christopher Tabakin

Other Board Members: Chris McCune, Gary Bevilacqua, Brian Gallen, Karen Herrmann

Administration: Robert Sokolowski, Sara Missett, Tammi Florio, James Scanlon, Michael Wagman, Leigh Ann Ranieri, Stephen Werner, Lisa Phifer, Phillip Dakes, Melissa Kleiman

Items listed on the Education Committee Regular Agenda of August 12, 2019:

1. Approval of the Pupil Services Committee Meeting Minutes of June 10, 2019
2. Approval of Revised Policy 227 - Controlled Substances/Paraphernalia
3. Summer Program Summary
4. Approval of the Education Committee Meeting Minutes of June 10, 2019
5. Approval of Revised Policy 217 – Graduation Requirements
6. 2019 Student Achievement Report
7. Senior Survey Report

A. Committee Actions and Outcomes:

1. Approval of the Pupil Services Meeting Minutes of June 10, 2019 **VOTE: 3 - 0**
2. Approval of Revised Board Policy 227 - Controlled Substances/Paraphernalia **VOTE: 3 - 0**
3. Approval of the Education Committee Meeting Minutes of June 10, 2019 **VOTE: 3 - 0**
4. Approval of Revised Board Policy 217 – Graduation Requirements **VOTE: 3 - 0**

B. Items to be placed on the upcoming Board Agenda:

- Approval of Revised Board Policy 227 - Controlled Substances/Paraphernalia
- Approval of Revised Board Policy 217 – Graduation Requirements

C. Items to be placed on the upcoming Board Consent Agenda:

1. Approval of the following Study/Excursion trip(s):
 - Rustin HS Boys & Girls Cross Country – Phoenixville, PA – Fri-Sun 8/9-8/11/19
 - Rustin HS Boys & Girls Cross Country – Owega, NY – Fri-Sat 9/20-9/21/19



Cyber Program Update

SEPTEMBER 9, 2019



June-July

❖ **Cohort Target Timeline**

6th and 9th Grades

2020 year 1

2021 year 2

2022 year 3

❖ **Identify Priority Courses**

❖ **Principals' and Supervisors' Input**



August

❖ Courses for Development

6th Grade Courses

- ELA
- World Cultures
- Science
- Math

9th Grade Courses

- English 9
- African-Asian Studies
- Biology 1
- Geometry

❖ Time and Budget



August - September


❖ Inform Teachers

❖ Posting of Positions

❖ Competitive Hiring Process



October - December

- ❖ **Select Cyber Program Team**
 - ❖ **Begin Development**
 - ❖ **Course Selection and Promotion**
- 
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Considerations

- ❖ **Supplement Electives from Online Providers**
- ❖ **Onsite Accommodations**
- ❖ **Pupil Services Needs**
- ❖ **Administration (Grades, Attendance, Supervision)**

2019

Advanced Placement Achievement Report

EDUCATION COMMITTEE PRESENTATION



By Test: AP

AP Equity and Excellence

District 2015 - 2019

	2015	2016	2017	2018	2019
% Graduating Class Summary	32.9	33.2	40.7	37.6	36.8
% 12th Grade	21.1	22.7	26.7	22.5	22.3
% 11th Grade	26.9	35.5	34.4	31.3	29.5
% 10th Grade	13.5	12.4	15.2	15.2	17.3

By Test: AP

AP Equity and Excellence

East 2015 - 2019

	2015	2016	2017	2018	2019
% Graduating Class Summary	31.7	33.8	44.5	35.1	38.3
% 12th Grade	22.3	24.2	33.7	21.9	25.3
% 11th Grade	29.1	37.5	31.7	33.3	31.9
% 10th Grade	11	12.2	12.9	19.6	21.7

By Test: AP

AP Equity and Excellence

Henderson 2015 - 2019

	2015	2016	2017	2018	2019
% Graduating Class Summary	34.3	40.4	43.9	43.0	41.0
% 12th Grade	25.7	28.2	27.7	25.6	25.3
% 11th Grade	32.4	39.4	40.6	37.2	31.6
% 10th Grade	16.1	16.3	19.2	17.7	19.1

By Test: AP

AP Equity and Excellence

Rustin 2015 - 2019

	2015	2016	2017	2018	2019
% Graduating Class Summary	32.4	27.8	36.6	37.0	31.2
% 12th Grade	14.6	17.4	19.9	20.5	16.2
% 11th Grade	21.8	34.0	34.0	26.5	25.6
% 10th Grade	13.7	9.8	11.2	8.5	11.3

By Test: AP

AP Scholars

	District					EHS		HHS		RHS	
	2015	2016	2017	2018	2019	2018	2019	2018	2019	2018	2019
National AP Scholars	29	18	27	26	23	10	8	10	13	6	2
AP Scholars with Distinction	117	117	146	143	130	44	51	56	55	43	24
AP Scholars with Honors	60	68	57	59	63	20	23	24	24	15	16
AP Scholars	92	124	126	108	121	32	49	48	44	28	28

By Test: AP

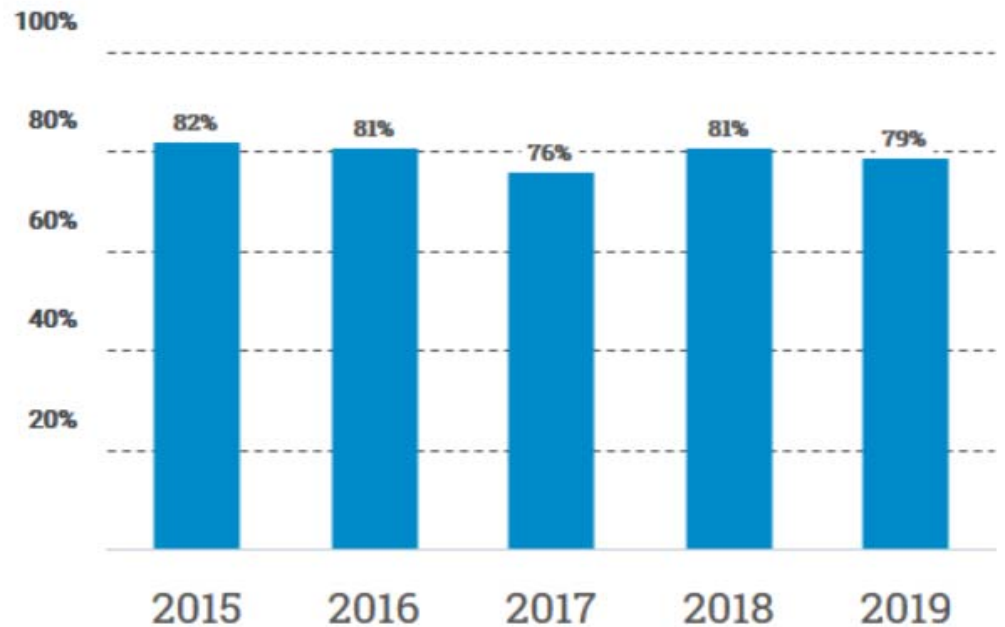
AP Exam Participation

East

SCHOOL SUMMARY

	2015	2016	2017	2018	2019
Total AP Students	261	296	327	295	323
Number of Exams	565	600	764	622	674
AP Students with Scores 3+	214	239	250	240	254
% of Total AP Students with Scores 3+	82.0	81.0	76.0	81.0	79.0

% OF TOTAL AP STUDENTS WITH SCORES 3+



By Test: AP

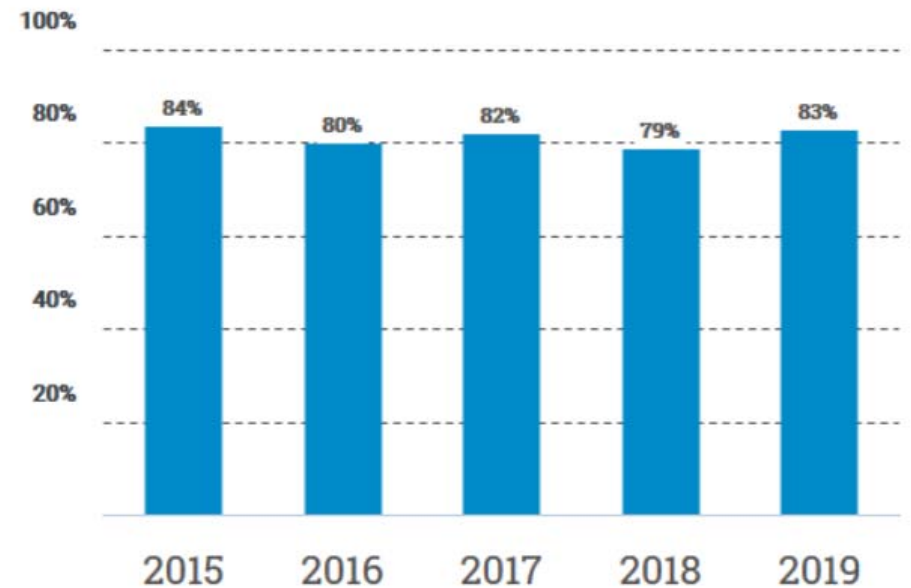
AP Exam Participation

Henderson

SCHOOL SUMMARY

	2015	2016	2017	2018	2019
Total AP Students	284	327	326	328	315
Number of Exams	546	590	621	699	598
AP Students with Scores 3+	238	263	266	260	260
% of Total AP Students with Scores 3+	84.0	80.0	82.0	79.0	83.0

% OF TOTAL AP STUDENTS WITH SCORES 3+



By Test: AP

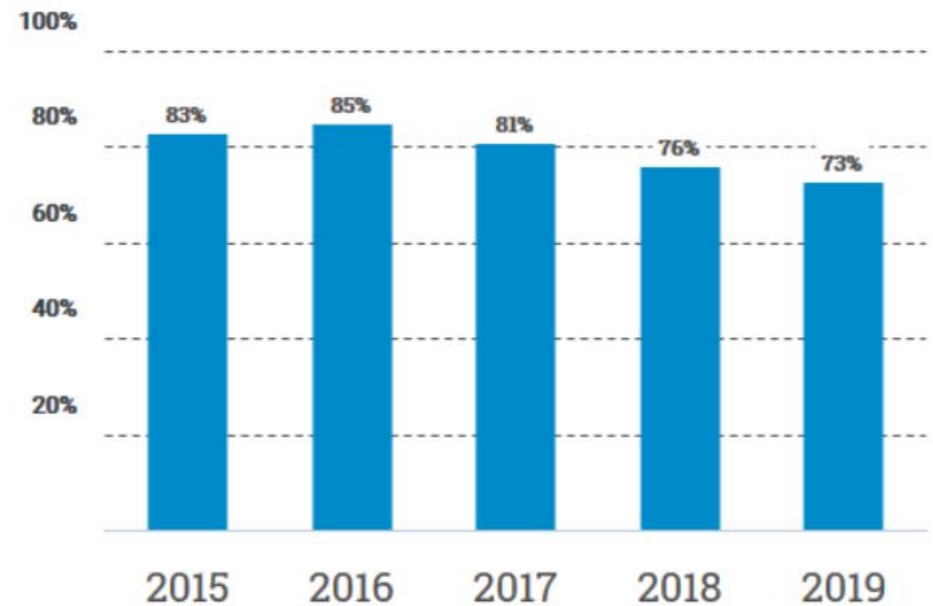
AP Exam Participation

Rustin

SCHOOL SUMMARY

	2015	2016	2017	2018	2019
Total AP Students	204	231	255	239	262
Number of Exams	376	451	494	459	461
AP Students with Scores 3+	169	196	207	181	192
% of Total AP Students with Scores 3+	83.0	85.0	81.0	76.0	73.0

% OF TOTAL AP STUDENTS WITH SCORES 3+





SAT Scores





SAT

Average Score and Participation

	WCASD	East HS	Henderson HS	Rustin HS	State Average	National Average
2017	1168	1170	1162	1172	1073	1070
<i>2017 Test Takers</i>	<i>857</i>	<i>295</i>	<i>283</i>	<i>279</i>	<i>82,003</i>	<i>1,715,481</i>
2018	1157	1138	1175	1181	1086	1068
<i>2018 Test Takers</i>	<i>817</i>	<i>268</i>	<i>269</i>	<i>280</i>	<i>96,740</i>	<i>2,136,539</i>
2019*	867 Test Takers 2019 WCASD Average Score- 1179					

*only 2019 district-level scores are available at this time





SAT

2018	WCASD	State Average	National Average
English, Writing, and Language (ERW)	576	547	536
Math	580	539	531

2019	WCASD	State Average	National Average
English, Writing, and Language (ERW)	588		
Math	591		



ACT Scores





5 Year Trends Average ACT Scores

2014 to 2018

Graduation Year	Total Tested		Composite	
	District	State	District	State
2014	340	27,136	23.6	22.7
2015	425	29,776	24.5	22.9
2016	436	31,342	24.5	23.1
2017	457	30,987	24.9	23.7
2018	372	27,694	25.0	23.5





5 Year Trends Average ACT Scores

2014 to 2018

Graduation Year	English		Mathematics		Reading	
	District	State	District	State	District	State
2014	23.0	22.1	23.9	22.8	23.8	23.0
2015	24.3	22.5	24.8	22.8	24.4	23.2
2016	23.8	22.6	24.6	23.0	24.9	23.6
2017	24.3	23.4	25.2	23.4	25.1	24.2
2018	24.6	23.3	24.8	23.2	25.4	24.0



West Chester Area School District

September 9, 2019

Education Committee

Redistricting Parameters

- *Schedule secondary buildings at 90% to 95% of capacity*
- *Schedule elementary buildings at 93% to 98% of capacity*
- *Maintain middle school-high school feeder patterns (Fugett MS->East HS, Peirce MS->Henderson HS, Stetson MS->Rustin HS)*
- *Schedule buildings with free and reduced lunch rates within 8 percentage points of the district average of 17.4%.*
- *Include transition plans for changes.*
- *Allow all high school students (9-12) to finish their current feeder pattern.*
- *Consider eliminating the split feeder pattern at Fern Hill (Fern Hill ES attends Peirce & Fugett.)*
- *Consider ways to move as few students as possible.*



West Chester Area School District
EDUCATION COMMITTEE

TO: Board of School Directors
FROM: Sara M. Missett, Ed.D.
Tammi Florio, Ed.D.
Robert Sokolowski, Ed.D.
Michael Wagman
SUBJECT: Education Committee Consent Agenda Items for September Board Approval
DATE: September 9, 2019

Unless we hear otherwise, the following attached items will appear under the Education Committee as consent items for the September 23, 2019 School Board agenda:

1. Approval to Terminate the following Account(s):

- Rustin HS Cycling Club
- Rustin HS Interact
- Rustin HS Rustin Action Group

2. Second Reading Approval of Revised Board Policy 217 – Graduation Requirements

This policy was reviewed at the August Education/Pupil Services Committee Meeting and was first reading approved at the August 26, 2019 board meeting. There have been no further revisions to the policy.

3. Approval to elect the following 2020 PSBA Candidates:

- President-Elect - Art Levinowitz, School District of Upper Dublin (Montgomery Co.)
- Vice President - David Hein, Parkland School District (Lehigh Co.)
- PSBA Insurance Trust Candidate - Kathy K. Swope
- PSBA Insurance Trust Candidate - Mark B. Miller

PSBA officer election 2020 slate of candidates and voter packet is attached.

If after reviewing this information you have any questions, please feel free to contact Bob Sokolowski at 484-266-1004.



WEST CHESTER AREA SCHOOL DISTRICT
APPLICATION TO TERMINATE ACCOUNT

Submit 3 copies to the Director of Secondary Education for submission to the Board.

Check appropriate box:

Date: 16-Aug-19

Student Activity Account (Fund 50)

Building: Bayard Rustin High School

Trust Account (Fund 51)

Account Number: 50-000-223-029-223

Name of Account: Cycling Club

Ending Account Balance: _____ \$201.72

Disposition of Remaining Funds: To be transferred to Rustin's Student Assistance Fund

51-000-223-234-223

Student Officer's Signature

Student Officer's Name Printed

Faculty Advisor's Signature

Inactive

Faculty Advisor's Name Printed

Dr. Michael Marano

Principal's Signature

[Handwritten Signature]

Signature of Director of Secondary Education

BOARD OF EDUCATION ACTION

This request was APPROVED

DISAPPROVED

by the Board of Education at their meeting held on : _____

Meeting Date

Reason for disapproval or qualifications of approval, if applicable, were as follows:

Board Secretary's Signature

Date



WEST CHESTER AREA SCHOOL DISTRICT
APPLICATION TO TERMINATE ACCOUNT

Submit 3 copies to the Director of Secondary Education for submission to the Board.

Check appropriate box:

Date: 16-Aug-19

Student Activity Account (Fund 50)

Building: Bayard Rustin High School

Trust Account (Fund 51)

Account Number: 50-000-223-020-223

Name of Account: Interact

Ending Account Balance: _____ \$757.99

Disposition of Remaining Funds: To be transferred to Rustin's Student Assistance Fund

51-000-223-234-223

Student Officer's Signature

Student Officer's Name Printed

Faculty Advisor's Signature

Inactive

Faculty Advisor's Name Printed

Dr. Michael Marano

Principal's Signature

[Signature]

Signature of Director of Secondary Education

BOARD OF EDUCATION ACTION

This request was APPROVED

DISAPPROVED

by the Board of Education at their meeting held on : _____

Meeting Date

Reason for disapproval or qualifications of approval, if applicable, were as follows:

Board Secretary's Signature

Date



WEST CHESTER AREA SCHOOL DISTRICT
APPLICATION TO TERMINATE ACCOUNT

Submit 3 copies to the Director of Secondary Education for submission to the Board.

Check appropriate box:

Date: 16-Aug-19

Student Activity Account (Fund 50)

Building: Bayard Rustin High School

Trust Account (Fund 51)

Account Number: 50-000-223-035-223

Name of Account: Rustin Action Group

Ending Account Balance: _____ \$577.52

Disposition of Remaining Funds: To be transferred to Rustin's Student Assistance Fund

51-000-223-234-223

Student Officer's Signature

Student Officer's Name Printed

Faculty Advisor's Signature

Inactive

Faculty Advisor's Name Printed

Dr. Michael Marano

Principal's Signature

[Signature]

Signature of Director of Secondary Education

BOARD OF EDUCATION ACTION

This request was APPROVED

DISAPPROVED

by the Board of Education at their meeting held on : _____

Meeting Date

Reason for disapproval or qualifications of approval, if applicable, were as follows:

Board Secretary's Signature

Date



Book	Policy Manual
Section	200 Pupils
Title	Graduation Requirements
Code	217
Status	Second Reading
Adopted	October 27, 2014
Last Revised	March 29, 2016

Purpose

The Board will acknowledge each student's successful completion of the instructional program appropriate to the student's interests and needs by awarding diplomas or certificates at graduation ceremonies.

Authority

The Board shall adopt the graduation requirements students must achieve, which shall include course completion and grades, completion of a culminating project, local district assessments, and state assessments.[\[1\]](#)[\[2\]](#)[\[3\]](#)

The Board shall award a regular high school diploma to every student enrolled in this district who meets the requirements of graduation established by this Board.[\[1\]](#)[\[4\]](#)[\[5\]](#)

The Board shall permit a student with a disability, whose Individualized Education Program (IEP) prescribes continued educational services, and who has attended four (4) years of high school, to participate in commencement ceremonies with his/her graduating class and receive a certificate of attendance. The student may receive a high school diploma when s/he completes his/her Individualized Education Program (IEP).[\[6\]](#)[\[7\]](#)[\[8\]](#)

The requirement for graduation shall be the completion of required assessments, work, and studies representing the instructional program assigned to grades 9 through 12, which shall be aligned with established academic standards.[\[5\]](#)[\[9\]](#)[\[10\]](#)[\[11\]](#)

The Board requires that each candidate for graduation shall have earned 23.8 credits, in the following subject areas:

4 credits	English
4 credits	Social Science
3 credits	Mathematics
3 credits	Science
2 credits	Arts and Humanities
5 credits	Electives
2.8 credits	Health and Physical Education
23.8 credits	TOTAL CREDITS

In addition to satisfactorily completing the credits set forth above, students in the Class of 2019**20** and beyond shall also be required to comply with the Keystone Exam requirements set forth herein in order to be eligible to graduate.

Delegation of Responsibility

The Superintendent or designee shall be responsible for the planning and execution of graduation ceremonies which appropriately mark this important achievement.

Guidelines

Accurate recording of each student's achievement of academic standards shall be maintained, as required by law and State Board regulations.[12][13]

Students shall be informed of graduation requirements they are expected to complete.

Periodic warnings shall be issued to students in danger of not fulfilling graduation requirements.[14]

A student who has met the minimum requirements shall be eligible for a diploma and shall have the option of an early graduation or remaining in school to complete the senior year.

No student who has completed the requirements for graduation shall be denied a diploma as a disciplinary measure, but s/he may be denied participation in the graduation ceremony when personal conduct so warrants. Such exclusion shall be regarded as a school suspension.

A list of all candidates for the award of a diploma shall be submitted to the Board for its approval.

Keystone Exams

Classes of 2020 and 2021

~~Beginning with the Class of 2019, For the Classes of 2020 and 2021, except as may be otherwise permitted by law, students will be required to take a Keystone Exam demonstrate proficiency in each of the content areas listed below by passing a Keystone Exam in order to be eligible for graduation:~~ [\[1\]](#)[\[2\]](#)[\[15\]](#)[\[16\]](#)[\[17\]](#)

Students in the Classes of 2019 and beyond 2020 and 2021 Required Exams: Algebra 1, Biology, English Literature

~~Students in the Class of 2019 and beyond who do not score proficient or above on the Keystone Exams will receive supplemental instruction and will retake the Keystone Exams until a final passing grade is achieved. A project based assessment in lieu of a Keystone Exam may be permitted, if a student in grade 12 or a student with an IEP has:~~

- ~~1. Met the attendance requirements of the district.~~
- ~~2. Completed the related coursework.~~
- ~~3. Participated in a satisfactory manner in supplementary instruction.~~
- ~~4. Not achieved a proficient or better score after at least one (1) attempt on the exam.~~

~~A student below grade 12 may be permitted to demonstrate proficiency in a content area through a project based assessment in lieu of a Keystone Exam if the student has:~~

- ~~1. Met the attendance requirements of the district.~~
- ~~2. Completed the related coursework.~~
- ~~3. Participated in a satisfactory manner in supplementary instruction.~~
- ~~4. Not achieved a proficient or better score after at least two (2) attempts on the exam.~~

In the event that a parent/guardian determines that a Keystone Exam is in conflict with his/her religious beliefs and desires his/her student to be excused from the Keystone Exam, the parent/guardian shall file a written request with the Superintendent that states the objection. ~~In lieu of the Keystone Exam, the student shall complete a project based assessment, provided the student has:~~

1. ~~Met the attendance requirements of the district.~~
2. ~~Completed the related coursework.~~

Class of 2022 and Beyond

Words in this section that have been defined by 24 PS. 1-121 shall have the meaning ascribed therein.

For the Class of 2022 and beyond, except as may be otherwise permitted by law, there exists five pathways to satisfying state required Keystone Exam graduation requirements for Algebra I, Literature and Biology.

1. Keystone Proficiency Pathway: A score of proficient or advanced on each of the Keystone Exams- Algebra I, Literature and Biology;

2. Keystone Composite Pathway: A satisfactory composite score on the Keystone Exams in Algebra I, Biology and Literature;

3. Alternate Assessment Pathway: Successful completion of locally established, grade-based requirements for academic content areas associated with each Keystone Exam on which the student did not receive at least a proficient score AND one of the following:

- a. **Attainment of an established score on an approved alternate assessment;**
- b. **Attainment of at least the Gold Level on the ACT WorkKeys assessment;**
- c. **Attainment of an established score on the Advanced Placement Program exam in an academic content area associated with each Keystone Exam on which the student did not achieve at least a proficient score;**
- d. **Attainment of an established score on an International Baccalaureate Diploma Program exam in an academic content area associated with each Keystone Exam on which the student did not achieve at least a proficient score;**
- e. **Successful completion of a concurrent enrollment course in an academic content area associated with each Keystone Exam on which student did not achieve at least a proficient score;**
- f. **Successful completion of a pre-apprenticeship program; or**
- g. **Acceptance into an accredited four-year nonprofit institution of higher education and evidence of the ability to enroll in a college-level, credit-bearing coursework.**

4. Evidence Based Pathway: Successful completion of locally established, grade-based requirements for academic content areas associated with each Keystone Exam on which the student did not achieve at least a proficient score and demonstration of three pieces of evidence that reflect readiness for meaningful postsecondary engagement consistent with the student's goals and career plan, which shall include:

a. One of the following:

- i. **Attainment of an established score on the ACT WorkKeys assessment;**
- ii. **Attainment of an established score on a SAT Subject Test;**
- iii. **Acceptance to an accredited nonprofit institution of higher education other than an accredited four-year nonprofit institution of higher education and evidence of the ability to enroll in college-level, credit-bearing course work;**
- iv. **Attainment of an industry-recognized credential, as identified in the industry credential resource book or in the industry-based learning guidelines compiled by the PA Department of Education;**
- v. **Attainment of an established score on an Advanced Placement Program exam;**
- vi. **Attainment of an established score on an International Baccalaureate Diploma Program exam; or**
- vii. **Successful completion of a concurrent enrollment course or a postsecondary course. AND**

b. Two additional pieces of evidence from a list established by the secretary and approved by the State Board of Education, which shall include, but not be limited to:

- i. Any additional items listed under section 4.A;**
- ii. Satisfactory completion of a service learning project that received advance approval for use as a rigorous and objective piece of evidence by the Superintendent or his designee. A service learning project shall include global, national, State, local or in-school projects as defined by the Department;**
- iii. Attainment of a score of proficient or advanced on a Keystone Exam;**
- iv. A letter guaranteeing full-time employment;**
- v. A certificate of successful completion of an internship, externship or cooperative education program; OR**
- vi. Satisfactory compliance with the National Collegiate Athletic Association's core courses for college-bound student athletes with a minimum GPA of 2.0 or the equivalent on an alternative grading scale.**

5. CTE Pathway: Students in the Class of 2022 and beyond who are considered to be CTE Concentrators shall be deemed proficient if the student can meet all of the following requirements:

- a. Completes locally established grade-based requirements for academic content areas associated with each Keystone Exam on which the CTE Concentrator did not achieve proficiency. Completion of grade-based requirements in any science and technology and environment and ecology course shall satisfy the requirements for the academic content area associated with the Keystone Exam in Biology; AND**
- b. Completes one of the following:**
 - i. Attains an industry-based competency certification related to the CTE Concentrator's program of study; OR**
 - ii. Demonstrates a high likelihood of success on an approved industry-based competency assessment or readiness for continued meaningful engagement in the CTE Concentrator's program of study as demonstrated by performance on benchmark assessments, course grades and other factors consistent with the CTE Concentrator's goals and career plan and determined for the CTE Concentrator by the Superintendent in consultation with an area vocational-technical school director or principal of a comprehensive high school. The determination shall be made no later than the end of eleventh grade, or, for a student enrolled in a one-year program, the end of the first semester of twelfth grade.**

Completion of grade-based requirements in any science and technology and environment and ecology course shall satisfy the requirements for the academic content area associated with the Keystone Exam in Biology.

A student with a disability who satisfactorily completes a special education program developed by an individualized education program team under the Individuals with Disabilities Education Act that does not otherwise meet the requirements shall be granted and issued a regular high school diploma.

The locally established grade requirements shall be set forth by administrative regulation.

Established and composite scores shall be established by the Commonwealth, and shall be set forth in an administrative regulation.

In the event that a parent/guardian determines that a Keystone Exam is in conflict with his/her religious beliefs and desires his/her student to be excused from the Keystone Exam, the parent/guardian shall file a written request with the Superintendent that states the objection. In lieu of the Keystone Exam, the student shall complete the Alternative Assessment Pathway, the Evidence Based Pathway or the CTE Pathway to satisfy the requirement.

Granting Diplomas to Residents With GED's

~~Individuals who have earned an equivalency diploma by passing the General Educational Development (GED) examination may receive a West Chester Area School District high school diploma, if they:~~

- ~~1. Are residents of the district and are at least twenty-one (21) years old when application is made for the district diploma.~~
- ~~2. Present evidence of equivalency diploma achievement.~~
- ~~3. Have an eighty percent (80%) attendance report at the district's GED Program and passed the GED.~~

~~Under no circumstances shall a GED applicant receive a diploma prior to the date that they would have ordinarily graduated had they remained in high school.~~

Diplomas for Veterans

In order to honor and recognize veterans who left high school prior to graduation to serve in World War II, Korea or Vietnam, the Board shall grant a diploma to a veteran who completes the required application and meets the following requirements:[\[4\]](#)

1. Was honorably discharged from the Armed Forces of the United States of America.
2. Served in the United States military between September 16, 1940, and December 31, 1946 or between June 27, 1950 and January 30, 1955 or between February 28, 1961 and May 7, 1975.
3. Attended high school between 1937 and 1946 during WWII or between 1947 and 1955 during the Korean Conflict or between 1958 and 1975 during the Vietnam War and would have been a member of the graduation class during 1941 through 1950 for WWII or 1951 through 1957 for the Korean Conflict and 1961 through 1975 for the Vietnam War but did not graduate due to entry into military service.
4. Is a current resident of this district or attended high school in this district or a predecessor of this district.

Upon proper application, the Board may award a diploma posthumously to a veteran who meets the stated requirements. The Superintendent shall submit to the Board for its approval the names of veterans eligible for a high school diploma.


Effective Date

~~The amendments to this policy adopted by the Board at a public meeting on March 29, 2016 shall go into effect on July 1, 2016, beginning with the Class of 2017.~~

Legal

1. 22 PA Code 4.24
2. 22 PA Code 4.51
3. 22 PA Code 4.52
4. 24 P.S. 1611
5. 24 P.S. 1613
6. 24 P.S. 1614
7. 22 PA Code 11.27
8. Pol. 113
9. 22 PA Code 4.12
10. Pol. 102
11. Pol. 127
12. Pol. 213
13. Pol. 216
14. Pol. 212
15. 22 PA Code 4.4
16. 22 PA Code 4.51b
17. 22 PA Code 4.51c
- 22 PA Code 4.13
- 22 PA Code 11.4
- 22 PA Code 11.5
- 22 PA Code 11.8
- Pol. 100
- Pol. 233

WEST CHESTER AREA SCHOOL DISTRICT
School Board Secretary

TO: Board of School Directors
Cc: Jim Scanlon
FROM: Linda Cherashore 
DATE: September 5, 2019
RE: PSBA Election – 2020 slate of candidates

It is PSBA election time. PSBA bylaws require each district's school board to cast their votes in a public meeting in either August or September. This year all candidates are running unopposed. Approval of slate of candidates will appear on the September Education Committee consent agenda unless a board member would like to remove it.

WCASD is located in Section 8. The slate of candidates follows. Click on the candidates name to read about their qualifications.

- **President-Elect** - [Art Levinowitz*](#), School District of Upper Dublin (Montgomery Co.)
- **Vice President** – [David Hein*](#), Parkland School District (Lehigh Co.)
- At-Large Central (*we are in eastern PA so we do not vote for this position*)
- Section Advisors 1-3-5-7 (*we vote only for the candidate in our section (8)-none are running this year*)

PSBA Insurance Trust Trustees

Member school entities also are asked to vote for open trustee positions on the PSBA Insurance Trust board. There are currently three seats open and three candidates. A member school entity can vote for up to three individuals. PSBA Insurance Trust provides complimentary travel/accident insurance to all school directors from member school entities while on official school board business. As such, all member school entities are considered participants in PSBA Insurance Trust programs and are eligible to vote.

- **Trustee (term ends Dec. 31, 2022) - Choose up to two candidates for a 3-year term.**

[Kathy K. Swope](#)
[Mark B. Miller](#)

This information is on the [PSBA website](#) and is included here along with frequently asked questions.

As the person authorized to register votes on behalf of our school entity, I will do so after the September 23rd board meeting and as required, will send you the PSBA voting receipt.

If you have any questions, please let me know.

Attachment



To: Persons authorized to register votes for PSBA officer elections
From: David Hutchinson
Subject: Voting procedure for PSBA officer elections
Date: August 12, 2019

It is election time again for PSBA leadership, and you play a critical role in making this happen. You are receiving this packet because you have been identified as the person authorized to register votes on behalf of your school entity. This person is the board secretary for member entities except community colleges whose president is designated as the authorized registrar. Administrative assistants will be receiving electronic copies of the enclosed materials via email.

Enclosed you will find:

- A slate of candidates, including bios or candidate statements. Please note that all of this information is available online, including candidate videos at – www.psba.org/about/governance/psba-officer-elections-slate/.
- An instruction sheet with step-by-step guidelines on what you need to do as your entity's authorized vote registrar.
- A sheet of frequently asked questions
(also available online at – www.psba.org/about/governance/psba-officer-elections-slate/).

Voting will be done through a secure, third-party, web-based voting site (Simply Voting) that will require identity verification using your email address. You will receive an email on August 23 from Simply Voting from the email address vote@simplyvoting.com with a link to the official ballot and password and login information. Work with your IT staff to ensure email from Simply Voting is allowed through your firewall. **Please note:** Only member entities in good standing may vote. If your entity's dues have not arrived by **August 12**, you will not receive the email with the link to the ballot. Passwords will be released once dues are received for 2019 – 20.

Electronic voting will be open from 12:01 a.m., August 23 and close at 11:59 p.m. on October 11; therefore, it is very important that your board discusses the candidates and decides by majority vote how to cast its votes during one of its meetings in August or September.

Thank you for your cooperation with the voting process.





Instructions for registering your school entity's votes for PSBA officers

The following instructions will guide you through the voting process step-by-step. The authorized vote registrar is typically the board secretary for member entities except community colleges whose president is designated as the authorized voter.

Step 1 – Be sure your school directors are aware of the slate of candidates

Enclosed is a Slate of Candidates document for PSBA offices. A more detailed slate including photos, bios and videos can be found online at www.psba.org/about/governance/psba-officer-elections-slate/. We strongly encourage you to direct your school directors to the website.

Step 2 – Schedule a board discussion on PSBA candidates at one of your August or September meetings

Because each school entity will vote collectively on one candidate per position, the board of school directors will need to decide by majority which candidate will receive the board's vote for each office. Board secretaries should be sure this discussion is scheduled for one of your meetings since the electronic voting period is only open from August 23 – October 11, 2019.

Step 3 – Register your votes

Once your school board has decided which candidates to support, you will go to the Simply Voting website between 12:01 a.m., August 23 and 11:59 p.m., October 11 through the link provided to you in an email from vote@simplyvoting.com on August 23. Be sure to allow emails from vote@simplyvoting.com through your firewall or spam filters. This email will provide you a dedicated link to the voting pages on its site and a password unique to you, which you will use to enter the secure system. Additionally, you can notify your IT staff that email blasts from Simply Voting will originate from the IP address: 198.21.6.73 or 184.173.105.83. Ask them to add these to your firewall safe lists. **PLEASE NOTE:** Only member entities in good standing may vote. If your entity's dues have not arrived by August 12, you will not receive the email with the link to the ballot. Passwords will be released once we receive dues for 2019 – 20. If possible, we encourage you to register your votes online during the board meeting immediately following the board discussion and decision.

Step 4 – Share your voting confirmation with the school directors

Immediately after you vote on the Simply Voting website, you will have access to a voting receipt confirming that your vote has been completed and showing you who your entity voted for. The receipt provides documentation that the board's votes were registered consistently with results of the board's decision. You should print the receipt and circulate copies to your board members without delay. You should consider attaching a copy of the receipt to the minutes of the meeting at which the board cast its votes. Results of the election will be announced at the Delegate Assembly on Friday, October 18, 2019, at the Hershey Lodge & Convention Center and in PSBA publications and website after that date.



PSBA Slate of Candidates

This slate is provided for informational purposes only. All voting takes place online. Each member entity's board secretary has received additional information on the voting procedures. Visit www.psb.org/elections for more details on each candidate, including photos and videos.

* The Leadership Development Committee may, by majority vote, determine that one or more candidates for any elected position will be designated on the ballot as a candidate the Leadership Development Committee considers to be highly qualified. (PSBA Bylaws, Section 5 C – Nominations). *Please note, this designation does not apply to individuals running for PSBA Insurance Trust positions.*

President Elect (one-year term)

- Art Levinowitz*, Upper Dublin School District (Montgomery Co.)

Biography/Statement

Art Levinowitz has been involved in education for his entire professional life. He was a teacher for eight years, employed as an administrator for more than 25 years for the New Jersey State Department of Education, and has served on Upper Dublin School Board for 20 years, including five as president. For the past 10 years he also has served as the president of the joint operating committee of the Eastern Center for the Arts and Technology. He has experience serving PSBA as both a regional director and Section 8 advisor. Last year Art was elected PSBA vice president. In addition to that role, he currently serves on the PSBA Finance Committee and as a director for the Pennsylvania Public Education Foundation. In 2017, he participated and completed the Pennsylvania Education Policy Fellowship Program.

Vice President (one-year term)

- David Hein*, Parkland School District (Lehigh Co.)

Biography/Statement

David Hein is a two-term member of the Parkland School Board and its current vice-president. He also chairs the Personnel and Finance Committee and has served on the Academics, Arts and Athletics Committee. He serves on the joint operating committee of the Lehigh Career and Technical Institute and is its most recent treasurer. He has been an active member of PSBA since being elected to the Parkland School Board. He serves on the PSBA Audit Committee and the PSBA Legislative Advisory Committee. He is the legislative liaison for his school board and served on the PSBA Leadership Development Committee last year. David enjoys attending the annual PSBA conference and Delegate Assembly and has participated in several webinars and live training sessions.



Central At-Large (three-year term)

- Julie Preston*, Northern Tioga School District (Tioga Co.)

Biography/Statement

Julie Preston has been a member of the Northern Tioga School Board since 2008. She was vice president and in 2015 was elected president, a role she currently holds. She also sits on the Intermediate Unit 17 board and had served as the treasurer until last year when she became vice president. She has been a PSBA liaison for several years, a regional director, and a Section 3 leader until the end of her term this year. She has attended the PASA-PSBA School Leadership Conference every year since becoming a board member. Julie has three adult children and eight grandchildren, one of whom has Down syndrome. She and her husband are retired independent grocery store owners.

Section 1 Advisor (two-year term)

- Sabrina Backer*, Franklin Area School District (Venango Co.)

Biography/Statement

Sabrina Backer has been active in public education since her children started elementary school. She began with the executive board of their school's parent/teacher organization, moved on to her local school board in 2015, and then served as Section 1 advisor, and on the Governing Board of PSBA in 2018. Since being elected to the Franklin Area School Board, she has served as PSBA liaison, and on their Hall of Fame, Personnel Operations, and Negotiations committees, chairing both the Personnel and Operations committees. Sabrina also has served on PSBA's Bylaws and Platform committees, the Pennsylvania Public Education Foundation, been a member of the Legislative Advisory Council and the chair of the Policy Committee. Sabrina attended Fayetteville State University and is the chief clerk/county administrator for Venango County. She resides in Franklin with her husband Brian and their two children – Britton, a freshman at Penn State; and Cambree, a sophomore at Franklin Jr./Sr. High School.

Section 3 Advisor (two-year term)

- Ron Cole*, Sayre Area School District (Bradford Co.)

Biography/Statement

Ron Cole has been a school board member in the Sayre Area School District for nine years. He is the current board vice president, chairman of the Community Relations Committee and a PSBA liaison. He also is a board member for the Northern Tier Career Center. Ron holds a bachelor's degree in communications and an associate degree in broadcasting from York College of Pennsylvania. During his four decades as a broadcaster, he spent almost 30 years in the Guthrie Health System's education department.



Section 5 Advisor (two-year term)

- Marsha Pleta, Washington School District (Washington Co.)

Biography/Statement

Marsha Pleta is vice president of the Washington Area School Board and formerly served as board treasurer. She currently serves as PSBA liaison and Section 5 advisor. She is on the Legislative Advisory Committee and has been active in advocacy efforts on behalf of the association. She also has served as a member of the PSBA Leadership Development and Delegate Assembly committees. She regularly participates in events such as PSBA Advocacy Day, PASA-PSBA School Leadership Conference, Board Presidents Panel and other professional development opportunities.

Section 7 Advisor (two-year term)

- Tricia Steiner*, Derry Township School District (Dauphin Co.)

Biography/Statement

Tricia Steiner has been a school director for Derry Township School District since 2017. She regularly attends PSBA professional development events such as the PASA-PSBA School Leadership Conference and Advocacy Day. She participates actively as an advocate and is a member of the PSBA Equity Taskforce.



PSBA Insurance Trust

Member entities also are asked to vote for open trustee positions on the PSBA Insurance Trust board. There are currently two seats open and two candidates. A school entity can vote for up to two individuals.

Trustee (term ends December 31, 2022)

- Kathy K. Swope (Lewisburg School District)

Kathy K. Swope is a PSBA past president in her 21st year of service as a school director in the Lewisburg Area School District, serving the last 12 years as board president. She is the current board chair of the PSBA Insurance Trust and a member of the PA Public Education Foundation board. She is a trustee of the Pennsylvania School District Liquid Asset Fund and board director of the CM Regent Insurance Company. As a member of the Early Learning Investment Committee of the Susquehanna River Valley, she chairs the Champions of Early Childhood Education Initiative. In addition, she is a member of the Union County Historical Society board of directors. She holds a degree in elementary education from Susquehanna University and is a freelance writer and photographer by profession.

Trustee (term ends December 31, 2022)

- Mark B. Miller (Centennial School District)

Mark B. Miller is completing his third term as an elected school director of the Centennial School District in Bucks County, PA. He is completing his first term as a trustee and has contributed more than a decade of service to PSBA. Mark has served as a member or officer of PSBA's Governing Board for seven years, during which time he's been a staunch public education advocate. His efforts earned numerous awards and acknowledgments, including citations from the PA House, PA Senate, and Congress. Among his most prized recognitions are the Allwein Society Legislative Advocacy Award (2014) and PSBA CEO's Distinguished Service Award (2018). Among Mark's other service, he is vice-chair of Middle Bucks Institute of Technology, co-chair of Keystone State Education Coalition and on the Easy Procure Board of Managers. Mark was the founding chairperson of EdPAC and a director of the Network for Public Education. His service also includes service to NSBA. Mark has been a delegate to the Federal Relations Network since 2008 and has been a member or chair of several NSBA committees and task forces. Mark believes there is no higher service to public education than that of being an elected school director in the community in which you reside.



School Board Secretaries Forum Steering Committee

Member entities also are asked to vote for open trustee positions on the School Board Secretaries Forum Steering Committee. All voting takes place online as part of the PSBA Officer Elections ballot; it is a two-part ballot. Please choose up to three incumbents for a two-year term.

Trustees (term ends December 31, 2021)

- Bethanne Zeigler (Shikellamy School District)
- Crystal Mance (Cheltenham Township School District)
- Jamie Lynn Zimerofsky (Schuylkill Intermediate Unit 29 and Schuylkill Technology Center)
- Jennifer Davidson (Manheim Township School District)



Frequently Asked Questions

The answers below are drawn primarily from PSBA Bylaws and PSBA Policy 108 – Procedures and Campaign Policy for Election of Officers and At-Large Representatives)

- **How many affirmative votes are needed to select a candidate?**
A candidate must receive a simple majority of votes of a quorum of the entity's governing board in order for an entity's vote to be cast for that candidate.

- **What happens if a school board is deadlocked and cannot select one candidate for a particular office?**
If the board is unable to produce a majority vote for a candidate, no vote is cast by the entity for that elected position.

- **Does the school board need to vote at a public meeting to elect PSBA officers?**
Yes. PSBA Policy 108 specifies that votes of an entity's board are to be cast at a public meeting.

- **Is a roll call vote needed?**
A roll call vote is not required. However, that procedure may be used if it appears necessary in order to accurately determine the outcome of a vote that is not unanimous.

- **Are governing boards of intermediate units, career and technical centers and community colleges also entitled to cast votes in PSBA elections?**
Yes. The boards of all PSBA member entities whose current-year membership dues are paid in full are eligible to cast that entity's votes in PSBA elections.

- **If I am also on the IU board or CTC JOC, does that mean I am able to participate in the voting of each entity?**
Yes.

- **May a board abstain from voting on a particular office?**
There is no general rule that requires a vote to be cast for every office on a ballot, so as a practical matter abstention is allowed, but of course not encouraged.

- **Our board secretary never received an email from Simply Voting with the log in password to the online ballot.**
This email will not arrive until voting opens on Aug. 23. Be sure your firewall security is allowing the email vote@simplyvoting.com to get through. Additionally, you can notify your IT staff that email blasts from Simply Voting will originate from the IP address: 198.21.6.73 or 184.173.105.83.



Ask them to add these to your firewall safe lists. **PLEASE NOTE:** Only member entities in good standing may vote. If your dues have not arrived by Aug. 12, you will not receive the email with the link to the ballot. Passwords will be released once we receive dues for 2019-20.

➤ **Why do some candidates have an asterisk next to their name on the ballot?**

The Leadership Development Committee may, by majority vote, determine that one or more candidates for any elected position will be designated on the ballot as a candidate the Leadership Development Committee considers to be highly qualified. (PSBA Bylaws, Section 6 C – Nominations)

Below is an excerpt from PSBA Policy 108 (as amended August 13, 2015), addressing how votes are cast by member entity boards.

J. Voting procedures.

1. *Voting procedures. Voting and registering of votes shall take place during a period commencing eight (8) weeks prior to the annual meeting of the Delegate Assembly and ending two (2) weeks prior to the annual meeting of the Delegate Assembly, unless the PSBA Governing Board declares a shorter voting period. Specific dates for the first and last day of voting shall be widely publicized to the membership.*
2. *Sufficiently prior to the voting window, printed slates of candidates, along with instructions for voting, shall be distributed to the board secretary of the Governing Board of each member entity eligible to cast votes. For purposes of the PSBA election process and this policy, a Joint Operating Committee is regarded as that entity's Governing Board.*
3. *Casting of votes by member entities.*
 - a. *Each member entity whose current year PSBA dues have been paid in full shall be entitled to cast one (1) vote for each elected position presented for election. An entity may cast a vote only for an at-large position for the section of the state to which it is assigned.*
 - b. *The vote of the entity for each position shall be determined by simple majority vote of the entity's Governing Board (majority of a quorum), cast at a public meeting of the Board.*
 - c. *A candidate must receive a majority of votes of a quorum of the entity's Governing Board present and voting in order for an entity's vote to be cast for that candidate. A plurality of votes by an entity's Governing Board for any candidate is not sufficient. In the event that no candidate for a position receives at least a majority of votes of the quorum present and voting, a run-off shall be conducted between the two (2) candidates previously receiving the most votes. If the Board is unable to produce a majority vote for a candidate, no vote is cast by the entity for that elected position.*
 - d. *The secretary of each entity's Board shall record the Board's vote as to each elected position on the ballot.*
 - e. *The selections of each member entity's Board for the elected positions on the ballot cast for that entity shall be registered with the PSBA Credentials Committee by the secretary of each entity's Board.*