



WEST CHESTER AREA SCHOOL DISTRICT
Education Committee Meeting
April 12, 2021
6:30 p.m.
Spellman Education Center Board Room

AGENDA

★	Approval of the March 8, 2021 Education Committee Meeting Minutes (see attached)	S. Tiernan
★	Approval of New Science Textbook Recommendations: Environmental Science and Physical Science (see attached)	P. Joyce
★	Approval of New Latin Textbook Recommendation (see attached)	T. Florio
★	Approval of Final 2020-2021 District Calendar (see attached)	S. Missett
★	Approval of Revised Board Policy 247 Hazing (see attached)	R. Sokolowski
★	Approval of Revised Board Policy 249 Bullying/Cyberbullying (see attached)	R. Sokolowski
★	Approval of New Administrative Guideline 247AG1 Hazing/Retaliation Report Form (see attached)	R. Sokolowski
★	Approval of New Administrative Guideline 249AG1 Bullying/Cyberbullying/Retaliation Report Form (see attached)	R. Sokolowski

★ *Committee Voting Item*

Committee Protocol for Responding to Comments from the Public:

- 1. There will be a public comment period at the end of the meeting on agenda items only (Policy 903).*
- 2. A community member will be called upon by the Committee Chair.*
- 3. If the comment can be answered quickly, or can be answered in order to clarify information, someone will respond.*
- 4. 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.*



**WEST CHESTER AREA SCHOOL DISTRICT
Education Committee**

**March 8, 2021
Virtual Meeting
Start: 6:31 PM – Finish: 7:48 PM**

Attending Committee Members:

Sue Tiernan (Chair), Joyce Chester, Daryl Durnell, Kate Shaw

Other Board Members:

Gary Bevilacqua, Brian Gallen, Karen Herrmann, Chris McCune, Randell Spackman

Administration:

Jim Scanlon, Robert Sokolowski, Sara Missett, Tammi Florio, Michael Wagman, Dawn Mader, Leigh Ann Ranieri, Ian Kerr

Items on Agenda:

- Approval of the February 8, 2021 Education Committee Meeting Minutes
- Approval of Revised Board Policy 103 - Discrimination/Title IX Sexual Harassment Affecting Students
- Approval of New Board Policy 218.4 - Discipline of Student Convicted/Adjudicated of Sexual Assault
- Approval of Revised Board Policy 150 - Title I - Comparability of Services
- Review of Disaggregated STAR Math Data
- Review of Secondary Effectiveness Measures

March Education Committee actions/outcomes to be placed on March Board Agenda:

Agenda Item	Vote
Approval of Education Committee Meeting Minutes – February 8, 2021	4 - 0
Approval of Revised Board Policy 103 - Discrimination/Title IX Sexual Harassment Affecting Students	4 - 0
Approval of New Board Policy 218.4 - Discipline of Student Convicted/Adjudicated of Sexual Assault	4 - 0
Approval of Revised Board Policy 150 - Title I - Comparability of Services	4 - 0

March Board Consent Agenda Items:

- Approval of the following Study/Excursion Trip:
 - East HS DECA – Hershey, PA – Wed-Fri 2/17-2/19/21*
 - Henderson HS Wrestling – Quakertown, PA – Fri-Sat 3/5-3/6/21*

Items to be discussed at a later date: None

WEST CHESTER AREA SCHOOL DISTRICT

ADMINISTRATIVE GUIDELINE

APPROVED: August 1, 2015

REVISED: July 19, 2018

108AG2 -CORE INSTRUCTIONAL MATERIALS SELECTION AND ADOPTION FORM

Committee Members:	
Jacqueline Pavlo – Assistant Principal, Fugett Middle School	
Dr. Paul Joyce – Supervisor Science, Family Consumer Science, Technology Education, Health & Physical	
Ryan Knight – Teacher, East High School	
Robert King – Department Chair, East High School	
Marie Schneider – Teacher, Henderson High School	
David Smith – Teacher, Rustin High School	
Megan Moore – Parent, Rustin High School	
Priyanka Gupta, Parent, East High School	
Core Instructional Materials Considered:	
Textbooks from three different publishing companies were considered.	
Instructional Material(s) Being Recommended:	
Title: Environmental Science Your World Your Turn	
Author: Withgott	
Publisher: Savvas	Latest Revision: 2021
List Price: \$102	Copyright Date: 2021
Recommended for subject(s):	Grade(s):
Environmental Science	10-11
Recommended for students with high, average, low reading ability: low and average	
Results of Committee Voting: Textbook recommended was unanimous.	
<input type="checkbox"/> Affirmative Comments:	

____ Negative
Comments:

108AG2 - TEXTBOOK AND CORE NOVEL/NON-FICTION BOOK SELECTION AND ADOPTION FORM

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Below is the composite evaluation of the recommended materials by the CIM Selection and Adoption Committee. An explanation of the terms used follows the evaluation checklist.

CONTENT AND METHOD	EXC.	GOOD	FAIR	POOR	N/A
Theoretical foundation	X				
Research-based Content	X				
Standards-aligned	X				
Learning Objectives		X			
Lesson Implementation/Preparation (for educators)		X			
Tech integration		X			
Target Audience	X				
Reflection of Diversity	X				
Respect for Diversity	X				
Multiple Viewpoints		X			
Reading Level	X				
Organization	X				
Style of material	X				
Instructions		X			
Activities		X			
Levels of Rigor	X				
Cost of implementation	X				

CONTENT AND METHOD

1. Theoretical Foundation: The material is based on current education and behavioral change theory and research. The theoretical underpinnings contained within the resources are described.
2. Research-based Content: The resources provide content that is research-based, accurate, and current.
3. Standards-aligned: The resources provide clear connections to the appropriate state and national standards
4. Learning Objectives: Includes clear, measurable learning and behavioral objectives. Objectives are clearly linked to theoretical underpinnings.

108AG2 - TEXTBOOK AND CORE NOVEL/NON-FICTION BOOK SELECTION AND ADOPTION FORM

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5. Lesson Implementation/Preparation (for educators): Includes all the materials and information needed for implementing the lesson, acquiring support materials, and preparing for the class (including guidelines for lessons).
6. Tech-integration: The program offers interactivity that highlights various technologies.
7. Target Audience: Identifies the intended audience and is tailored to this audience.
8. Reflection of Diversity: Reflects the diversity of the intended audience. Includes multilingual handouts and educational reinforcements when appropriate.
9. Respect for Diversity: Ideas and principles included in the materials respect all aspects of diversity.
10. Multiple Viewpoints: The materials present a balanced view of the topic, recognizing any aspects that are not yet clearly understood or open to debate.
11. Reading Level: All terminology is clear, correctly used and spelled throughout content. The materials are written at grade level which is appropriate for the intended audience.
12. Organization: Is logically and sequentially organized.
13. Style of material: Content displays evidence of understanding of principles of literacy and plain language (format, font, visuals, color, text construction, depth, detail, complexity).
14. Instructions: All instructions are easy to understand and follow.
15. Activities: Any activities used to reinforce the educational messages are practical to implement.
16. Levels of Rigor: The materials provide a means to offer students a varying level of rigor through differentiation.
17. Cost of implementation: Fiscally responsible pricing options exist.

(Any other points of special merit or omissions may be given on a separate and attached page.)

Reviewed by: _____ Date: _____ Approved: _____ Disapproved: _____ Return to _____
Committee

Superintendent

Education Committee

Final Board Action: _____

WEST CHESTER AREA SCHOOL DISTRICT

ADMINISTRATIVE GUIDELINE

APPROVED: August 1, 2015

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108AG2 -CORE INSTRUCTIONAL MATERIALS SELECTION AND ADOPTION FORM

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Ryan Knight – Teacher, East High School	
Robert King – Department Chair, East High School	
Marie Schneider – Teacher, Henderson High School	
David Smith – Teacher, Rustin High School	
Megan Moore – Parent, Rustin High School	
Priyanka Gupta, Parent, East High School	
Core Instructional Materials Considered:	
Textbooks from three publishing companies.	
Instructional Material(s) Being Recommended:	
Title: Physical Science	
Author: Glencoe	
Publisher: McGraw Hill	Latest Revision: 2017
List Price: \$111.00	Copyright Date: 2017
Recommended for subject(s):	Grade(s):
Physical Science	10-11
Recommended for students with high, average, low reading ability: low and average	
Results of Committee Voting: Textbook recommendation was unanimous.	
<input type="checkbox"/> Affirmative Comments:	

____ Negative
Comments:

108AG2 - TEXTBOOK AND CORE NOVEL/NON-FICTION BOOK SELECTION AND ADOPTION FORM

Pg. 2 of 3

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Theoretical foundation	X				
Research-based Content	X				
Standards-aligned	X				
Learning Objectives	X				
Lesson Implementation/Preparation (for educators)		X			
Tech integration		X			
Target Audience	X				
Reflection of Diversity	X				
Respect for Diversity	X				
Multiple Viewpoints		X			
Reading Level		X			
Organization	X				
Style of material	X				
Instructions	X				
Activities	X				
Levels of Rigor	X				
Cost of implementation	X				

CONTENT AND METHOD

1. Theoretical Foundation: The material is based on current education and behavioral change theory and research. The theoretical underpinnings contained within the resources are described.
2. Research-based Content: The resources provide content that is research-based, accurate, and current.
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108AG2 - TEXTBOOK AND CORE NOVEL/NON-FICTION BOOK SELECTION AND ADOPTION FORM

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5. Lesson Implementation/Preparation (for educators): Includes all the materials and information needed for implementing the lesson, acquiring support materials, and preparing for the class (including guidelines for lessons).
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17. Cost of implementation: Fiscally responsible pricing options exist.

(Any other points of special merit or omissions may be given on a separate and attached page.)

Reviewed by: _____ Date: _____ Approved: _____ Disapproved: _____ Return to _____
Committee

Superintendent

Education Committee

Final Board Action: _____

WEST CHESTER AREA SCHOOL DISTRICT ADMINISTRATIVE GUIDELINE

APPROVED: August 1, 2015

REVISED: July 19, 2018

108AG2 -CORE INSTRUCTIONAL MATERIALS SELECTION AND ADOPTION FORM

Committee Members:	
Janet Boosz (Latin teacher), Mary Sweeney (Latin teacher), Karen Carpenter (Latin teacher), Elisha Ozer (High School Assistant Principal), Sue Tiernan (School Board Member), Tammi Florio (Director of Teaching and Learning), David Bell (Middle School Parent), and Debbie Smith (High School Parent)	
Core Instructional Materials Considered:	
Bolchazy-Carducci Publishers	
Hands Up Education	
Instructional Material(s) Being Recommended:	
Title: Suburani Book 1 (2021-2022) and Suburani Book 2 (2022-2023)	
Author:	
Publisher: Hands Up Education	Latest Revision: 2020
List Price: \$75 hardcover/\$55 paperback	Copyright Date: 2020
Annual Digital Subscription: \$40 for 8 accounts + \$4 per additional account	

Recommended for subject(s): Latin	Grade(s): 6th - 12th
Recommended for students with high, average, low reading ability: All	
108AG2 - TEXTBOOK AND CORE NOVEL/NON-FICTION BOOK SELECTION AND ADOPTION FORM Pg. 2 of 4	
Results of Committee Voting:	
<u>8</u> Affirmative Comments: Suburani is an accessible and engaging text which incorporates diverse, authentic materials including online resources. The pacing is manageable and appropriate. The graphic novel format is attractive to students, and the visual imagery is effective in promoting the retention of ideas. The focus of Suburani is immersive reading with grammar exercises. It is a character-based text which builds classroom community and offers an entry point to Roman culture and history. Suburani pairs this narrative with informational passages. Moreover, Rome is portrayed as a multi-cultural city comprised of people from diverse backgrounds and skin tones; students of colors will encounter characters who look like themselves, and this representation matters.	
<u>1</u> Negative Comment: Suburani's visuals may be appealing, but the approach can appear jumbled to some readers. When we write the curriculum, we will use the Suburani text as a resource and supplement it with additional vocabulary and grammar exercises to ensure a rigorous experience for all students.	

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CONTENT AND METHOD	EXC.	GOOD	FAIR	POOR	N/A
Theoretical foundation	X				
Research-based Content	X				
Standards-aligned		X			
Learning Objectives	X				

Lesson Implementation/Preparation (for educators)		X			
Tech integration		X			
Target Audience	X				
Reflection of Diversity	X				
Respect for Diversity	X				
108AG2 - TEXTBOOK AND CORE NOVEL/NON-FICTION BOOK SELECTION AND					
ADOPTION FORM 3					
Pg. of 4					
Multiple Viewpoints	X				
Reading Level	X				
Organization		X			
Style of material		X			
Instructions	X				
Activities	X				
Levels of Rigor		X			
Cost of implementation		X			

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6. Tech-integration: The program offers interactivity that highlights various technologies.

7. Target Audience: Identifies the intended audience and is tailored to this audience. **108AG2 - TEXTBOOK AND CORE NOVEL/NON-FICTION BOOK SELECTION AND ADOPTION FORM**

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8. Reflection of Diversity: Reflects the diversity of the intended audience. Includes multilingual handouts and educational reinforcements when appropriate.
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17. Cost of implementation: Fiscally responsible pricing options exist.

(Any other points of special merit or omissions may be given on a separate and attached page.)

Reviewed by: _____ Date: _____ Approved: ____ Disapproved: ____ Return to _____
Committee

Superintendent

Education Committee

Final Board Action: _____

2020-2021 District Calendar - Final (for board approval 4.26.2021)

8/17/20-8/21/20 New Teacher Induction

8/24/20-8/27/20 Teacher In-service

8/31/20 First day of school for students

9/4/20 Schools closed

9/7/20 Schools closed and District Office closed

9/28/20 Schools closed

10/12/20 Teacher In-service - no school for students

11/3/20 Teacher In-service- no school for students

11/6/20 End of First Marking Period

11/23/20 Half day for elementary students; Full day for middle & high school students

11/24/20 Half day for elementary students; Full day for middle & high school students

11/25/20 No school for students

11/26/20 & 11/27/20 Schools and District Office closed

12/2/20 End of First Trimester

12/23/20 Half Day for Students

12/24/20 -1/1/21 Schools Closed; 12/24, 12/25 & 1/1 District Office closed

1/18/21 Schools and District Office closed

1/25/21 End of Second Marking Period

2/15/21 Schools and District Office closed

3/9/21 End of Second Trimester

3/10/21-3/11/21 Half day for elementary & middle school students; Full day for high school students

3/12/21 No school for elementary students; full day for middle & high school students

3/30/19 End of Third Marking Period

4/1/21-4/5/21 Schools closed; 4/2 District office closed

5/18/21 Teacher In-service - no school for students

5/31/21 Schools and District Office Closed

6/8/21 Henderson High School Graduation

6/9/21 East High School Graduation

6/10/21 Rustin High School Graduation

6/9/21 Half day for students grades K-12, PM Teacher In-service

6/10/21 Half day for students grades K-12, PM Teacher In-service

6/11/21 Last student day; half day for all students; high school students make-ups only

6/14/21 Teacher last day - In-service

2020-2021 District Calendar - Final (to be board approved 4.26.2021)

August 2020

S	M	T	W	R	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Days: Student 1/ Teacher 5

September 2020

S	M	T	W	R	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Days: Student 19/ Teacher 19

October 2020

S	M	T	W	R	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Days: Student 21/ Teacher 22

November 2020

S	M	T	W	R	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Days: Student 17/ Teacher 19

December 2020

S	M	T	W	R	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Days: Student 17/ Teacher 17

January 2021

S	M	T	W	R	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Days: Student 19/ Teacher 19

February 2021

S	M	T	W	R	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

Days: Student 18/ Teacher 18

March 2021

S	M	T	W	R	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Days: Student 23/ Teacher 23

April 2021

S	M	T	W	R	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Days: Student 19/ Teacher 19

May 2021

S	M	T	W	R	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Days: Student 19/ Teacher 20

June 2021

S	M	T	W	R	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Days: Student 9/ Teacher 10

- Teacher Inservice
- Half-Day, PM Teacher Inservice
- Schools Closed
- First Day of School
- Last Day of School
- End of Marking Period
- End of Trimesters
- Parent Conferences-See details below

182 Days for Students
191 Days for Teachers

June 8, 2021 - Henderson Graduation
June 9, 2021 - East Graduation
June 10, 2021 - Rustin Graduation

Book	Policy Manual
Section	200 Pupils
Title	Hazing
Code	247
Status	Review
Adopted	August 1, 2015
Last Revised	March 25, 2019

Purpose

The purpose of this policy is to maintain a safe, positive environment for students and staff that is free from hazing. Hazing activities of any type are inconsistent with the educational goals of the district and are prohibited at all times.

Definitions

~~For purposes of this policy **hazing** is defined as any action or situation which recklessly or intentionally endangers the mental or physical health or safety of a person or which willfully destroys or removes public or private property for the purpose of initiation or admission into or affiliation with, or as a condition for continued membership in any organization. The term shall include, but not be limited to, any brutality of a physical nature, such as whipping, beating, branding, forced calisthenics, exposure to the elements, forced consumption of any food, liquor, drug or other substance, or any other forced physical activity which could adversely affect the physical health and safety of an individual, and shall include any activity which would subject the individual to extreme mental stress, such as sleep deprivation, forced exclusion from social contact, forced conduct which could result in extreme embarrassment, or any other forced activity which could adversely affect the mental health or dignity of the individual, or any willful destruction or removal of public or private property. For purposes of this definition, any activity as described in the definition upon which the initiation or admission into or affiliation with or continued membership in an organization directly or indirectly conditions shall be presumed to be forced activity, the willingness of an individual to participate in such activity notwithstanding.~~

Hazing occurs when a person intentionally, knowingly or recklessly, for the purpose of initiating, admitting or affiliating a student with an organization, or for the purpose of continuing or enhancing membership or status in an organization, causes, coerces or forces a student to do any of the following: [\[1\]](#)

1. Violate federal or state criminal law.
2. Consume any food, liquid, alcoholic liquid, drug or other substance which subjects the student to a risk of emotional or physical harm.
3. Endure brutality of a physical nature, including whipping, beating, branding, calisthenics or exposure to the elements.

4. Endure brutality of a mental nature, including activity adversely affecting the mental health or dignity of the individual, sleep deprivation, exclusion from social contact or conduct that could result in extreme embarrassment.
5. Endure brutality of a sexual nature.
6. Endure any other activity that creates a reasonable likelihood of bodily injury to the student.

Aggravated hazing occurs when a person commits an act of hazing that results in serious bodily injury or death to the student and:[2]

1. The person acts with reckless indifference to the health and safety of the student; or
2. The person causes, coerces or forces the consumption of an alcoholic liquid or drug by the student.

Organizational hazing occurs when an organization intentionally, knowingly or recklessly promotes or facilitates hazing or aggravated hazing.[3][4]

Any activity, as described above, shall be deemed a violation of this policy regardless of whether:[5]

1. The consent of the student was sought or obtained, or
2. The conduct was sanctioned or approved by the school or organization.

Student activity or organization means any activity, society, corps, team, club or service, social or similar group, operating under the sanction of or recognized as an organization by the district, whose members are primarily students or alumni of the organization.[6][7]

For purposes of this policy, **bodily injury** shall mean impairment of physical condition or substantial pain.[8]

For purposes of this policy, **serious bodily injury** shall mean bodily injury which creates a substantial risk of death or which causes serious, permanent disfigurement, or protracted loss or impairment of the function of any bodily member or organ.[8]

Authority

The Board prohibits hazing in connection with any student activity or organization regardless of whether the conduct occurs on or off school property or outside of school hours.[4][5][7][9][10]

No student, parent/guardian, coach, sponsor, volunteer, or district employee shall engage in, condone or ignore any form of hazing.

The Board encourages students who believe they, or others, have been subjected to hazing to promptly report such incidents to the building principal or designee.

Delegation of Responsibility

~~Students, parents/guardians, coaches, sponsors, volunteers, and district employees shall be alert to incidents of hazing and shall report such conduct to the building principal or designee.~~

Title IX Sexual Discrimination/Discriminatory Harassment and Other Discrimination

Every report of alleged hazing that can be interpreted at the outset to fall within the provisions of policies addressing potential violations of laws against discrimination and discriminatory harassment shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer **and Title IX Coordinator**. If, in the course of a hazing investigation, potential issues of discrimination or discriminatory harassment are identified, the Compliance Officer **and Title IX Coordinator** shall be promptly notified, and the investigation shall be

conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged hazing.[11][12]

Delegation of Responsibility

Students, parents/guardians, coaches, sponsors, volunteers, and district employees shall be alert to incidents of hazing and shall report such conduct to the building principal or designee.

Guidelines

In addition to posting this policy on the district's publicly accessible website, the district shall inform students, parents/guardians, sponsors, volunteers and district employees of the district's policy prohibiting hazing, including district rules, penalties for violations of the policy, and the program established by the district for enforcement of the policy by means of publication in handbooks and verbal instructions by the coach or sponsor at the start of the season or program.[4]

This policy, along with other applicable district policies, procedures and Codes of Conduct, shall be provided to all school athletic coaches and all sponsors and volunteers affiliated with a student activity or organization, prior to coaching an athletic activity or serving as a responsible adult supervising, advising, assisting or otherwise participating in a student activity or organization together with a notice that they are expected to read and abide by the policies, procedures and Codes of Conduct.[7]

Complaint Procedure

A student who believes that ~~s/he has~~ **they have** been subject to hazing, is encouraged to promptly report the incident to the building principal or designee.

Students are encouraged to use the district's report form **(247AG1)**, available from the building principal, or to put the complaint in writing; however, oral complaints shall be accepted and documented. **The person accepting the complaint shall handle the report objectively, neutrally and professionally, setting aside personal biases that might favor or disfavor the student filing the complaint or those accused of a violation of this policy.**

The Board directs that verbal and written complaints of hazing shall be provided to the building principal or designee, who shall promptly notify the Superintendent or designee of the allegations and determine who shall conduct the investigation. Allegations of hazing shall be investigated promptly, and appropriate corrective or preventative action be taken when allegations are substantiated. The Board directs that any complaint of hazing brought pursuant to this policy shall also be reviewed for conduct which may not be proven to be hazing under this policy but merits review and possible action under other Board policies.

Interim Measures/Police

Upon receipt of a complaint of hazing, the building principal or designee, in consultation with the Superintendent or designee, shall determine what, if any interim measures should be put in place to protect students from further hazing, bullying, discrimination or retaliatory conduct related to the alleged incident and report. Such interim measures may include, but not be limited to, the suspension of an adult who is involved, the separation of alleged victims and perpetrators, and the determination of what the complaining student needs or wants through questioning.

Those receiving the initial report and conducting or overseeing the investigation will assess whether the complaint, if proven, would constitute hazing, aggravated hazing or organizational hazing and shall report it to the police consistent with district practice and, as appropriate, consult with legal counsel about whether to report the matter to the police at every stage of the proceeding. The decision to report a matter to the police should not involve an analysis by district personnel of whether safe harbor provisions might apply to the person being reported, but information on the facts can be shared with the police in this regard.[13]

Referral to Law Enforcement and Safe Schools Reporting Requirements –

For purposes of reporting hazing incidents to law enforcement in accordance with Safe Schools Act reporting, the term **incident** shall mean an instance involving an act of violence; the possession of a weapon; the possession, use, or sale of a controlled substance or drug paraphernalia as defined in the Pennsylvania Controlled Substance, Drug, Device and Cosmetic Act; the possession, use, or sale of alcohol or tobacco; or conduct that constitutes an offense listed under the Safe Schools Act. [14][15][16]

The Superintendent or designee shall immediately report required incidents and may report discretionary incidents, as defined in the Safe Schools Act, committed by students on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity to the local police department that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies. [14][15][17][18][19][20]

The Superintendent or designee shall notify the parent/guardian of any student directly involved in a defined incident as a victim or suspect immediately, as soon as practicable. The Superintendent or designee shall inform the parent/guardian whether or not the local police department that has jurisdiction over the school property has been or may be notified of the incident. The Superintendent or designee shall document attempts made to reach the parent/guardian. [14][20][21]

In accordance with state law, the Superintendent shall annually, by July 31, report all new incidents to the Office for Safe Schools on the required form. [15][20]

Confidentiality

Confidentiality of all parties, witnesses, the allegations, the filing of a complaint and the investigation shall be handled in accordance with **applicable law, regulations**, this policy and the district's legal and investigative obligations.

Retaliation

Reprisal or retaliation relating to reports of hazing or participation in an investigation of allegations of hazing is prohibited and shall be subject to disciplinary action, **up to and including expulsion.**

Consequences for Violations

Safe Harbor –

An individual needing medical attention or seeking medical attention for another shall not be subject to criminal prosecution if ~~s/he~~ **the individual** complies with the requirements under law, subject to the limitations set forth in law. [13]

Students –

If the investigation results in a substantiated finding of hazing, the investigator shall recommend appropriate disciplinary action up to and including expulsion, as circumstances warrant, in accordance with the Code of Student Conduct. The student may also be subject to disciplinary action by the coach or sponsor, up to and including removal from the activity or organization. The fact of whether a student qualified for and received safe harbor under a criminal investigation shall be considered in assigning discipline. [4][7][13][22][23]

Nonstudent Violators/Organizational Hazing -

If the investigation results in a substantiated finding that a coach, sponsor, or volunteer affiliated with the student activity or organization engaged in, condoned or ignored any violation of this policy, ~~s/he~~ **the coach, sponsor, or volunteer** shall be disciplined in accordance with Board policy and applicable

laws and regulations. Discipline could include, but is not limited to, dismissal from the position as coach, sponsor, or volunteer, and/or dismissal from district employment.[24]

If an organization is found to have engaged in organizational hazing, it shall be subject to the imposition of fines and other appropriate penalties. Penalties may include rescission of permission for that organization to operate on school property or to otherwise operate under the sanction or recognition of the district.

Criminal Prosecution –

Any person or organization that causes or participates in hazing may also be subject to criminal prosecution.[4]

- Legal
1. 18 Pa. C.S.A. 2802
 2. 18 Pa. C.S.A. 2803
 3. 18 Pa. C.S.A. 2804
 4. 18 Pa. C.S.A. 2808
 5. 18 Pa. C.S.A. 2806
 6. 18 Pa. C.S.A. 2801
 7. 24 P.S. 511
 8. 18 Pa. C.S.A. 2301
 9. Pol. 122
 10. Pol. 123
 11. Pol. 103
 12. Pol. 103.1
 13. 18 Pa. C.S.A. 2810
 14. 22 PA Code 10.2
 15. 24 P.S. 1303-A
 16. 35 P.S. 780-102
 17. 22 PA Code 10.21
 18. 22 PA Code 10.22
 19. 24 P.S. 1302.1-A
 20. Pol. 805.1
 21. 22 PA Code 10.25
 22. Pol. 218
 23. Pol. 233
 24. Pol. 317
 - 18 Pa. C.S.A. 2801 et seq
 - 22 PA Code 10.23
 - Pol. 113.1
 - Pol. 916

Book	Policy Manual
Section	200 Pupils
Title	Bullying/Cyberbullying
Code	249
Status	Review
Adopted	August 1, 2015
Last Revised	March 25, 2019

Purpose

The district recognizes that bullying and intimidation have a negative effect on the learning environment. Students who are intimidated and fearful cannot give their education the single-minded attention needed for success. Bullying can also lead to more serious violence. Every student has a right to an education and to be safe in and around school.

Definitions

Bullying means an intentional electronic, written, verbal, or physical act or series of acts directed at another student or students, which occurs in a school setting and/or outside a school setting, that is severe, persistent, or pervasive and has the effect of doing any of the following: (1) substantially interfering with a student's education; (2) creating a threatening environment; or (3) substantially disrupting the orderly operation of the school.[\[1\]](#)

~~Examples of acts or series of acts that may constitute **bullying** if it meets the preceding definition include, but are not limited to: physical intimidation or assault; extortion; oral or written threats; teasing; putdowns; name-calling; threatening looks, gestures or actions; cruel rumors; false accusations; and social isolation.~~

~~Bullying behavior accomplished through electronic mediums, including but not limited to, computers, Internet, instant messaging, email, and social networking sites shall be subject to this policy.~~

Bullying, as defined in this policy, includes cyberbullying.

School setting means in the school, on school grounds, in school vehicles, at a designated bus stop, or at any activity sponsored, supervised, or sanctioned by the school.[\[1\]](#)

Authority

The Board prohibits all forms of bullying by district students.[\[1\]](#)

The Board encourages students who have been bullied to promptly report such incidents to the building principal or designee.

Students are encouraged to use the district's report form (249AG1) , available from the building principal, or to put the complaint in writing; however, oral complaints shall be

accepted and documented. The person accepting the complaint shall handle the report objectively, neutrally and professionally, setting aside personal biases that might favor or disfavor the student filing the complaint or those accused of a violation of this policy.

The Board directs that **verbal and written** complaints of bullying shall be investigated promptly, and **appropriate** corrective **or preventative** action shall be taken when allegations are verified.**substantiated.** The Board directs that any complaint of bullying brought pursuant to this policy shall also be reviewed for conduct which may not be proven to be bullying under this policy but merits review and possible action under other Board policies.

Discrimination/Discriminatory **Title IX Sexual Harassment and Other Discrimination**

Every report of alleged bullying that can be interpreted at the outset to fall within the provisions of policies addressing potential violations of laws against discrimination ~~and discriminatory harassment~~ shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer **and Title IX Coordinator**. If, in the course of a bullying investigation, potential issues of discrimination ~~or discriminatory harassment~~ are identified, the **Title IX Coordinator** ~~Compliance Officer~~ shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged bullying.[6][7]

Confidentiality

Confidentiality of all parties, witnesses, the allegations, the filing of a complaint and the investigation shall be handled in accordance with **applicable law, regulations**, this policy and the district's legal and investigative obligations.

Retaliation

Reprisal or retaliation relating to reports of bullying or participation in an investigation of allegations of bullying is prohibited and shall be subject to disciplinary action up to and including expulsion.

Delegation of Responsibility

Each student shall be responsible to respect the rights of others and to ensure an atmosphere free from bullying.

The Superintendent or his/her designee, in cooperation with other appropriate administrators, shall review this policy every three (3) years and recommend necessary revisions to the Board.[1]

District administration shall annually provide the information required by law on the Safe School Report, or the current required documentation.[1]

Guidelines

The Code of Student Conduct, which shall contain this policy, shall be disseminated annually to students.

This policy shall be accessible in every classroom. The policy shall be posted in a prominent location with in each school building and on the district website. It shall be reviewed with students at least once every school year.

School Personnel Intervention

~~The district requires school personnel who observe or become aware of an act or series of acts that s/he believes to constitute bullying to take immediate, appropriate steps to intervene, unless such intervention would be a threat to the school personnel's safety. If the school personnel are unable to intervene, believe that his/her intervention has not resolved the matter, or the objectionable action~~

persists, s/he shall report the bullying to the building principal or his/her designee for further investigation.

Reporting by Students or Parents/Guardians

The district expects students and parents/guardians who observe or become aware of an act or series of acts that they believe to constitute bullying to report it to the building principal or his/her designee for further investigation.

Investigation Procedures

Upon learning of a bullying incident, the principal or his/her designee shall contact the parents/guardians of both the alleged aggressor and the alleged subject of the aggression, interview both students, and thoroughly investigate. This investigation may include, but is not limited to: interviews with students, parents/guardians, and school personnel; review of school records; and identification of parental, family, and environmental issues.

All employees shall cooperate with any investigation conducted under this policy or by any local, state, or federal agency or the Board.

Education

The district may develop, implement and evaluate bullying prevention and intervention programs and activities. Programs and activities shall provide district staff and students with appropriate training for effectively responding to, intervening in and reporting incidents of bullying.

Consequences for Violations/Intervention

Students found to have bullied others shall be subject to the consequences set forth in applicable Board policy, consistent with the Code of Student Conduct/Disciplinary Action Schedule. Students may also be subject to counseling.^{[1][2][3]}

Depending on the severity of the incident, the principal or his/her designee may also take appropriate steps to ensure student safety. These may include, but are not limited to: implementing a safety plan; separating and supervising the students involved; providing staff support for students as necessary; reporting incidents to law enforcement, if appropriate, in the principal's or designee's sole discretion; and developing a supervision plan with parents/guardians.

The district may elect to develop and implement bullying prevention, intervention, or educational programs.^{[1][4][5]}

Retaliation and False Charges

Retaliation against students, school personnel, or other persons who report bullying pursuant to this policy or who participate in any related proceeding is prohibited. The Board deems retaliatory acts harmful and shall take appropriate action against students who retaliate against any student, school personnel, or other person who reports alleged bullying or participates in related proceedings. Such action may include discipline up to and including expulsion.

Students who knowingly make false charges of bullying or retaliation shall be subject to disciplinary action up to and including expulsion.

Notice Requirements

This policy shall be made available on the district's publicly accessible website. It shall be posted in each district classroom and in a prominent location within each school building where such notices are usually posted. It shall be reviewed with students at least once every school year.^[1]

Legal

[1. 24 P.S. 1303.1-A](#)

2. Pol. 218

3. Pol. 233

4. Pol. 236

[5. 24 P.S. 1302-A](#)

6. Pol. 103

7. Pol. 103.1

[22 PA Code 12.3](#)

[20 U.S.C. 7118](#)

Pol. 000

Pol. 113.1

Book	Policy Manual
Section	200 Pupils
Title	Hazing/Retaliation Report Form
Code	247AG1
Status	Review

To open and complete this form, you must right-click on the link, select 'Save Link As', and then save the file to your desktop.

 [247AG1 Hazing.Retaliation Report Form.pdf \(159 KB\)](#)

HAZING/RETALIATION REPORT FORM

The Board declares it to be the policy of this district to provide a safe, positive learning and working environment that is free from hazing and retaliation. If you have experienced, or if you have knowledge of, any such actions, we encourage you to complete this form. The building principal will be happy to support you by answering any questions about the report form, reviewing the report form for completion and assisting as necessary with completion of the report.

Retaliation Prohibited

The district, its employees and others are prohibited from intimidating, threatening, coercing, or discriminating against you for filing this report. Please contact the building principal immediately if you believe retaliation has occurred.

Confidentiality

Confidentiality of all parties, witnesses, the allegations and the filing of a report shall be handled in accordance with applicable law, regulations, Board policy, procedures, and the district's legal and investigative obligations. The school will take all reasonable steps to investigate and respond to the report, consistent with a request for confidentiality as long as doing so does not preclude the school from responding effectively to the report. If you have any questions regarding how the information contained in this report may be used, please discuss them with the building principal prior to filing the report. Once this report is filed, the district has an obligation to investigate the information provided.

I. Information About the Person Making This Report:

Name: _____

Address: _____

Phone Number: _____

School Building: _____

I am a: Student Parent/Guardian Employee Volunteer Visitor

Other _____ (please explain relationship to the district)

If you are not the victim of the reported conduct, please identify the alleged victim:

Name: _____

The alleged victim is: Your Child Another Student A District Employee

Other _____ (please explain relationship to the district)

II. Information About the Person(s) You Believe is/are Responsible for the Hazing or Retaliation You are Reporting

What is/are the name(s) of the individual(s) you believe is/are responsible for the conduct you are reporting?

Name(s):

The reported individual(s) is/are: Student(s) Employee(s)

Other _____ (please explain relationship to the district)

III. Description of the Conduct You are Reporting

In your own words, please do your best to describe the conduct you are reporting as clearly as possible. Please attach additional pages if necessary:

When did the reported conduct occur? (Please provide the specific date(s) and time(s) if possible):

Where did the reported conduct take place?

Please provide the name(s) of any person(s) who was/were present, even if for only part of the time.

Please provide the name(s) of any other person(s) that may have knowledge or related information surrounding the reported conduct.

Have you reported this conduct to any other individual prior to giving this report?

Yes No

If yes, who did you tell about it?

If you are the victim of the reported conduct, how has this affected you?

I affirm that the information reported above is true to the best of my knowledge, information and belief.

Signature of Person Making Report

Date

Received by

Date

If you believe that the allegations involve discrimination or Title IX sexual harassment, please promptly notify the building principal so it may be handled in accordance with appropriate policy. If during the investigation of the allegation it appears the allegation may involve discrimination or Title IX sexual harassment, the matter will be handled as a joint, concurrent investigation with the compliance officer and/or Title IX coordinator.

Book	Policy Manual
Section	200 Pupils
Title	Bullying/Cyberbully/Retaliation Report Form
Code	249AG1
Status	Review

To open and complete this form, you must right-click on the link, select 'Save Link As', and then save the file to your desktop.

 [249AG1 Bullying.Cyberbullying.Retaliatiion Report Form.pdf \(175 KB\)](#)

BULLYING/CYBERBULLYING/RETALIATION REPORT FORM

The Board declares it to be the policy of this district to provide a safe, positive learning and working environment that is free from bullying and retaliation. If you have experienced, or if you have knowledge of, any such actions, we encourage you to complete this form. The building principal will be happy to support you by answering any questions about the report form, reviewing the report form for completion and assisting as necessary with completion of the report.

Retaliation Prohibited

The district, its employees and others are prohibited from intimidating, threatening, coercing, or discriminating against you for filing this report. Please contact the building principal immediately if you believe retaliation has occurred.

Confidentiality

Confidentiality of all parties, witnesses, the allegations and the filing of a report shall be handled in accordance with applicable law, regulations, Board policy, procedures, and the district's legal and investigative obligations. The school will take all reasonable steps to investigate and respond to the report, consistent with a request for confidentiality as long as doing so does not preclude the school from responding effectively to the report. If you have any questions regarding how the information contained in this report may be used, please discuss them with the building principal prior to filing the report. Once this report is filed, the district has an obligation to investigate the information provided.

I. Information About the Person Making This Report:

Name: _____

Address: _____

Phone Number: _____

School Building: _____

I am a: Student Parent/Guardian Employee Volunteer Visitor

Other _____ (please explain relationship to the district)

If you are not the victim of the reported conduct, please identify the alleged victim:

Name: _____

The alleged victim is: Your Child Another Student A District Employee

Other _____ (please explain relationship to the district)

II. Information About the Person(s) You Believe is/are Responsible for the Bullying or Retaliation You are Reporting

What is/are the name(s) of the individual(s) you believe is/are responsible for the conduct you are reporting?

Name(s):

The reported individual(s) is/are: Student(s) Employee(s)

Other _____ (please explain relationship to the district)

III. Description of the Conduct You are Reporting

In your own words, please do your best to describe the conduct you are reporting as clearly as possible. Please attach additional pages if necessary:

When did the reported conduct occur? (Please provide the specific date(s) and time(s) if possible):

Where did the reported conduct take place?

Please provide the name(s) of any person(s) who was/were present, even if for only part of the time.

Please provide the name(s) of any other person(s) that may have knowledge or related information surrounding the reported conduct.

Have you reported this conduct to any other individual prior to giving this report?

Yes No

If yes, who did you tell about it?

If you are the victim of the reported conduct, how has this affected you?

I affirm that the information reported above is true to the best of my knowledge, information and belief.

_____ Signature of Person Making Report	_____ Date
_____ Received by	_____ Date

If you believe that the allegations involve discrimination or Title IX sexual harassment, please promptly notify the building principal so it may be handled in accordance with appropriate policy. If during the investigation of the allegation it appears the allegation may involve discrimination or Title IX sexual harassment, the matter will be handled as a joint, concurrent investigation with the compliance officer and/or Title IX coordinator.



West Chester Area School District
EDUCATION COMMITTEE

TO: Board of School Directors
FROM: Tammi Florio, Ed.D.
Dawn Mader
Sara M. Missett, Ed.D.
Robert Sokolowski, Ed.D.
Michael Wagman
SUBJECT: Education Committee Consent Agenda Items for April Board Approval
DATE: April 12, 2021

Unless we hear otherwise, the following attached items will appear under the Education Committee as consent items for the April 26, 2021 School Board agenda:

1. Approval of the following Study / Excursion trip(s):
 - Henderson HS Wrestling – Hershey, PA Fri-Sat 3/12/21-3/13/21
 - Henderson HS Swimming – Hershey, PA Fri-Sat 3/12/21-3/13/21
 - WCASD High School – Germany Tour Thurs-Sat 6/23/22-7/2/22
2. Approval of Revised Board Policy 103 - Discrimination/Title IX Sexual Harassment Affecting Students
3. Approval of New Board Policy 218.4 - Discipline of Student Convicted/Adjudicated of Sexual Assault
4. Approval of Revised Board Policy 150 - Title I - Comparability of Services

These board policies were first reading approved in March. There were no changes and they will appear for second reading approval at the April 26 board meeting.

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

No. 121AG8

ADMINISTRATIVE GUIDELINE
APPROVED: September 25, 2017
REVISED: August 19, 2019

121AG8 Application for Approval of Overnight PIAA Sanctioned Athletic Trip

PROPOSAL		<input checked="" type="checkbox"/> New Trip Request	<input type="checkbox"/> Trip Revision Request	<input type="checkbox"/> Trip Cancellation
School: <u>West Chester Henderson</u>		Sport: <u>PIAA Boys Wrestling State Championships</u>		
Coach(s) In charge: <u>Rob Belghley</u>		In Season: <input type="checkbox"/>	Post Season: <input checked="" type="checkbox"/>	
Destination: <u>Hershey Pa</u>				
Trip Day(s)/Date(s): <u>3/12/2021 - 3/13/2021</u>				
Number of Students: <u>2</u> Total Passengers: <u>6</u> % of Eligible Students going: <u>100%</u>				
Adult Chaperone to Student ratio: <u>3</u> / <u>1</u>				
Names of Coach/Staff Chaperones: <u>Rob Belghley, Caleb Edwards, Cody Lind</u>				
~ Other Adult Chaperones: _____				
Nurse required on this trip: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (Refer to 121AG6)				

ESTIMATED COST	Number	Cost	Budget/Activity Code
Substitute(s) needed: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If so, how many: _____	0		
Name of Staff Member Driving Students: <u>Rob Belghley, Caleb Edwards, Cody Lind</u>			
Mileage/Tolls: (If applicable)	50.00		1-3200-000-20-30-953-580
Hotel/Food/Airfare: (If applicable)	1500.00		1-3200-000-20-30-953-580
Meal(s): (allowance \$31.50/Adult, \$20.00/Student)	0		
Registration/Entrance Fee: (If applicable)	200.00		1-3200-000-20-30-953-810
<input type="checkbox"/> Walking <input type="checkbox"/> Parent Providing Trans. <input type="checkbox"/> Public Transportation <input type="checkbox"/> Bus <input checked="" type="checkbox"/> Van/Car Rental <input type="checkbox"/> Coach # of Buses/Rentals/Coaches <u>1</u>			
	\$250.00		1-3200-000-20-30-953-580
~ Rental Company/Carrier: <u>Fred Bean Ford</u>			
~ Request Drop and Pick (Krapf Only): <input type="checkbox"/> Yes <input type="checkbox"/> No			
Drop at: _____	at _____	<input type="checkbox"/> AM <input type="checkbox"/> PM	
Pick up: _____	at _____	<input type="checkbox"/> AM <input type="checkbox"/> PM	
Students Leaving From: <u>Henderson on 3/12/2021</u>	at 11:00	<input checked="" type="checkbox"/> AM <input type="checkbox"/> PM	
Students Returning To: <u>Henderson on 3/13/2021</u>	at 11:00	<input type="checkbox"/> AM <input checked="" type="checkbox"/> PM	
TOTAL Cost of Trip: \$ 2000.00	Pupil Cost: \$ 0	TOTAL Cost to the District: \$ 2000.00	
Requested Travel Advance (Min. \$300): \$ 1750.00			

Requested by: Rob Beighley Signature: Rob Beighley Date: 3-8-2021

APPROVAL			
Principal:	Approved: <u>[Signature]</u>	Date: <u>3/8/21</u>	
Athletic Director:	Approved: <u>[Signature]</u>	Date: <u>3-8-21</u>	
Assistant Superintendent:	Approved: <u>[Signature]</u>	Date: <u>3/8/21</u>	
Transportation:		Date: _____	
Scheduled Date: _____	Contractor: _____		
Krapf Cost: _____	Additional Cost: _____		
Spellman Office Only: Overnight Trip will appear on the <u>April 26th</u> Board Consent Agenda.			

WEST CHESTER AREA SCHOOL DISTRICT

ADMINISTRATIVE GUIDELINE
APPROVED: September 25, 2017
REVISED: August 19, 2019

121AG8 Application for Approval of Overnight PIAA Sanctioned Athletic Trip

PROPOSAL	<input checked="" type="checkbox"/> New Trip Request	<input type="checkbox"/> Trip Revision Request	<input type="checkbox"/> Trip Cancellation
School: <u>West Chester Henderson</u>	Sport: <u>PIAA Swimming State Championships</u>		
Coach(s) In charge: <u>Jeff Bott</u>	In Season: <input type="checkbox"/>	Post Season: <input checked="" type="checkbox"/>	
Destination: <u>Hershey Pa</u>			
Trip Day(s)/Date(s): <u>3/19/21-3/20/21</u>			
Number of Students: <u>6</u> Total Passengers: <u>9</u> % of Eligible Students going: <u>100%</u>			
Adult Chaperone to Student ratio: <u>3</u> / <u>1</u>			
Names of Coach/Staff Chaperones: <u>Jeff Bott, Thomas McCormick, Katie Clark</u>			
~ Other Adult Chaperones: _____			
Nurse required on this trip: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (Refer to 121AG6)			

ESTIMATED COST	Number	Cost	Budget/Activity Code
Substitute(s) needed: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If so, how many: _____	0		
Name of Staff Member Driving Students: <u>Jeff Bott, Thomas McCormick, Katie Clark</u>			
Mileage/Tolls: (If applicable)	50.00		1-3200-000-20-30-953-580
Hotel/Food/Airfare: (If applicable)	300.00		1-3200-000-20-30-953-580
Meal(s): (allowance \$31.50/Adult, \$20.00/Student)	200.00		1-3200-000-20-30-953-580
Registration/Entrance Fee: (If applicable)	50.00		1-3200-000-20-30-953-580
<input type="checkbox"/> Walking <input type="checkbox"/> Parent Providing Trans. <input type="checkbox"/> Public Transportation <input type="checkbox"/> Bus <input checked="" type="checkbox"/> Van/Car Rental <input type="checkbox"/> Coach # of Buses/Rentals/Coaches <u>1</u>			
	150.00		1-3200-000-20-30-953-580
~ Rental Company/Carrier: <u>Fred Bean Ford</u>			
~ Request Drop and Pick (Krapf Only): <input type="checkbox"/> Yes <input type="checkbox"/> No			
	Drop at: _____	at _____	<input type="checkbox"/> AM <input type="checkbox"/> PM
	Pick up: _____	at _____	<input type="checkbox"/> AM <input type="checkbox"/> PM
Students Leaving From: <u>Henderson on 3/19/2021</u>		at <u>5</u>	<input checked="" type="checkbox"/> AM <input checked="" type="checkbox"/> PM
Students Returning To: <u>Henderson on 3/20/2021</u>		at <u>11:00</u>	<input type="checkbox"/> AM <input checked="" type="checkbox"/> PM
TOTAL Cost of Trip: \$ 750.00	Pupil Cost: \$ 0	TOTAL Cost to the District: \$ 750.00	
Requested Travel Advance (Min. \$300): \$ 600.00			

Requested by: JEFFREY BOTT Signature: Jeffrey Bott Date: 3/9/2021

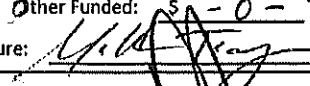
APPROVAL			
Principal:	Approved: <u>[Signature]</u>	Date: <u>3/9/21</u>	
Athletic Director:	Approved: <u>[Signature]</u>	Date: <u>3-9-2021</u>	
Assistant Superintendent:	Approved: <u>[Signature]</u>	Date: <u>3/10/21</u>	
Transportation:		Date: _____	
Scheduled Date: _____	Contractor: _____		
Krapf Cost: _____	Additional Cost: _____		
Spellman Office Only: Overnight Trip will appear on the <u>April 26, 2021</u> Board Consent Agenda.			

WEST CHESTER AREA SCHOOL DISTRICT

No. 121AG1

APPROVED: August 1, 2015
REVISED: December 14, 2017

121AG1 Application for Approval of Study, Excursion, and Extracurricular Trips and Approval of Bus Transportation

Proposal <input checked="" type="checkbox"/> New Trip Request <input type="checkbox"/> Trip Revision Request <input type="checkbox"/> Trip Cancellation Request						
School: <u>RHS, HHS, EHS</u>			Grade/Subject/Club: <u>March 1, 2021</u>			
Teacher(s) In Charge: <u>Matthew Taglang</u>						
Destination: <u>Germany; Munich, Heidelberg, Garmisch-Partenkirchen, Nurnberg</u>						
Trip Day(s)/Date(s): <u>June 23-July 2, 2022</u>			Competition <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
~ Overnight Trip: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> In State <input type="checkbox"/> Out of State <input checked="" type="checkbox"/> Out of Country			Name Tour Company: <u>Explorica</u>			
Special Instructions (rain date, etc.): _____						
How is it related to curriculum: <u>This trip is directly related to the curriculum in that it will give students the opportunity to experience the German language and culture first hand.</u>						
Objectives of the proposed trip: <u>Students will visit sights of cultural and historical significance. They will also interact with Germans in German.</u>						
Number of Pupils: <u>18-24</u>		Total Passengers: <u>21-24</u>		Per Pupil Cost: <u>4,700.00</u>		
Adult Chaperone to Student Ratio: <u>1 to 6</u>		% of Eligible Students Going: _____				
Names of Teacher/Staff Chaperones: <u>Matthew Taglang, Jillian Fusco Stephanie Migias, Michael Arndt</u>						
~ Other Adult Chaperones: _____						
Nurses required on this trip: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (refer to 121AG6)						
Estimated Cost						
	# Staff	# Days	Cost/Day	Total Cost	%	Budget Code/Account/Project
Substitute(s) Needed:	_____	_____	<u>159.31</u>	<u>0.00</u>	_____	_____
Agency Nurses Needed:	_____	_____	<u>0.00</u>	<u>0.00</u>	_____	_____
Name of Staff Member Driving Students: _____						
Mileage/Tolls: (if applicable) _____						
Hotel/Food/Airfare: (if applicable) _____						
Registration/Entrance Fee: (if applicable) _____						
Other Costs: _____						
<input type="checkbox"/> Walking <input type="checkbox"/> Parent Provided Transportation <input type="checkbox"/> Public Transportation <input type="checkbox"/> Bus <input type="checkbox"/> Van/Car Rental <input type="checkbox"/> Coach						
	# Vehicles	# Days	Cost/Vehicle	Total Cost	%	Budget Code/Account/Project
Buses/Rentals/Coaches	_____	_____	_____	<u>0.00</u>	_____	_____
~ Rental Company/Carrier: _____						
Students Leaving From: _____ at _____ <input type="checkbox"/> am <input type="checkbox"/> pm						
Students Returning To: _____ at _____ <input type="checkbox"/> am <input type="checkbox"/> pm						
~ Request Drop off/Pick up (only if using Krapf): <input type="checkbox"/> Yes <input type="checkbox"/> No Drop at: _____ at _____ <input type="checkbox"/> am <input type="checkbox"/> pm						
Pick up at: _____ at _____ <input type="checkbox"/> am <input type="checkbox"/> pm						
What are the planned activities to assist students who require financial assistance: _____						
Additional Information (bus w/lift, star seat, ski boxes, special instructions) _____						
Total Cost of Trip: \$ <u>112,800.00</u> Pupil Cost: \$ <u>112,800</u> Other Funded: \$ <u>0-0-</u> Total Cost to the District: \$ <u>0-0-</u>						
Requested By: <u>Matthew Taglang</u>		Signature: 			Date: <u>3/4/2021</u>	
Approval						
Principal			Approved _____		Date: <u>3/4/21</u>	
Supervisor			Approved _____		Date: _____	
Director of: <input type="checkbox"/> Elementary <input checked="" type="checkbox"/> Secondary <input type="checkbox"/> Pupil Services			Approved _____		Date: <u>3/4/21</u>	
Transportation:			_____		Date: _____	
Schedule Dates:			Contractor: _____			
Krapf Costs: _____			Additional Costs: _____			
Spellman Office Only: Overnight Trip will appear on the <u>April 26, 2021</u> Board Consent Agenda.						



Book	Policy Manual
Section	100 Programs
Title	Discrimination/Title IX Sexual Harassment Affecting Students
Code	103
Status	Second Reading
Adopted	August 1, 2015
Last Revised	September 29, 2020
Prior Revised Dates	3/25/2019

Authority

The Board declares it to be the policy of this district to provide an equal opportunity for all students to achieve their maximum potential through the programs and activities offered in the schools without discrimination on the basis of race, color, age, creed, religion, sex, sexual orientation, gender identity, ancestry, national origin, marital status, pregnancy or handicap/disability.[\[1\]](#)[\[2\]](#)[\[3\]](#)[\[4\]](#)[\[5\]](#)[\[6\]](#)[\[7\]](#)[\[8\]](#)[\[9\]](#)[\[10\]](#)[\[11\]](#)[\[12\]](#)[\[13\]](#)[\[14\]](#)[\[15\]](#)[\[16\]](#)[\[17\]](#)

The Board also declares it to be the policy of this district to comply with federal law and regulations under Title IX prohibiting sexual harassment, which is a form of unlawful discrimination on the basis of sex. Such discrimination shall be referred to throughout this policy as Title IX sexual harassment. Inquiries regarding the application of Title IX to the district may be referred to the Title IX Coordinator, to the Assistant Secretary for Civil Rights of the U.S. Department of Education, or both.

The district is committed to the maintenance of a safe, positive learning environment for all students that is free from discrimination. Discrimination is inconsistent with the rights of students and the educational and programmatic goals of the district and is prohibited on school property, and at or, in the course of, district-sponsored programs or activities, including on any conveyance providing transportation to or from school or school-sponsored activities.

Violations of this policy, including acts of retaliation as described in this policy, or knowingly providing false information, may result in disciplinary consequences under applicable Board policy and procedures.[\[18\]](#)[\[19\]](#)[\[20\]](#)[\[21\]](#)

The Board directs that the foregoing statement of Board policy be included in each student and staff handbook, and that this policy and related administrative guidelines be posted to the district's website.

The Board requires a notice stating that the district does not discriminate in any manner, including Title IX sexual harassment, in any district education program or activity, to be issued to all students, parents/guardians, employment applicants, employees and all unions or professional organizations holding collective bargaining or professional agreements with the district. All discrimination notices and information shall include the title, office address, telephone number and email address of the individual(s) designated as the Compliance Officer and Title IX Coordinator.

[Reports of Title IX Sexual Harassment and Other Discrimination and Retaliation](#)

The Board encourages students and third parties who believe they or others have been subject to Title IX sexual harassment, other discrimination or retaliation to promptly report such incidents to the building principal. A person who is not an intended victim or target of discrimination but is adversely affected by the offensive conduct may file a report of discrimination.

The student's parents/guardians or any other person with knowledge of conduct that may violate this policy is encouraged to immediately report the matter to the building principal.

A school employee who suspects or is notified that a student has been subject to conduct that constitutes a violation of this policy shall immediately report the incident to the building principal, as well as properly making any mandatory police or child protective services reports required by law.[22]

If the building principal is the subject of a complaint, the student, third party or a reporting employee shall report the incident directly to the Title IX Coordinator.

The complainant or the individual making the report may use the Discrimination/Sexual Harassment/Retaliation Report Form (103AG1) for purposes of reporting an incident or incidents in writing; however, verbal reports of an incident or incidents shall be accepted, documented and the procedures of this policy and the relevant administrative guidelines followed.

The building principal shall promptly notify the Title IX Coordinator of all reports of discrimination, Title IX sexual harassment or retaliation. The Title IX Coordinator shall promptly contact the complainant regarding the report to gather additional information as necessary, and to discuss the availability of supportive measures. The Title IX Coordinator shall consider the complainant's wishes with respect to supportive measures.

The Title IX Coordinator shall conduct an assessment to determine whether the reported circumstances are most appropriately addressed through the Discrimination Complaint Procedures prescribed in Administrative Guideline 103AG2, or if the reported circumstances meet the definition of Title IX sexual harassment and are most appropriately addressed through the Title IX Sexual Harassment Procedures and Grievance Process for Formal Complaints in Administrative Guideline 103AG3, or other Board policies.

Disciplinary Procedures When Reports Allege Title IX Sexual Harassment

When a report alleges Title IX sexual harassment, disciplinary sanctions may not be imposed until the completion of the grievance process for formal complaints outlined in 103AG3. The district shall presume that the respondent is not responsible for the alleged conduct until a determination has been made at the completion of the grievance process for formal complaints.[18][20][23][24]

When an emergency removal, as described in 103AG3, is warranted to address an immediate threat to the physical health or safety of an individual, and it is not feasible to continue educational services remotely or in an alternative setting, the normal procedures for suspension and expulsion shall be conducted to accomplish the removal, including specific provisions to address a student with a disability where applicable.[18][19][20][23]

When an emergency removal is not required, disciplinary sanctions shall be considered in the course of the Title IX grievance process for formal complaints. Following the issuance of the written determination and any applicable appeal, any disciplinary action specified in the written determination or appeal decision shall be implemented in accordance with the normal procedures for suspensions, expulsions or other disciplinary actions, including specific provisions to address a student with a disability where applicable.

Discipline/Placement of Student Convicted or Adjudicated of Sexual Assault

Upon notification of a conviction or adjudication of a student in this district for sexual assault against another student enrolled in this district, the district shall comply with the disciplinary or placement requirements established by state law and Board policy.

Confidentiality

Confidentiality of all parties, witnesses, the allegations, the filing of a report and the investigation related to any form of discrimination or retaliation, including Title IX sexual harassment, shall be handled in accordance with applicable law, regulations, this policy, administrative guidelines, and the district's legal and investigative obligations.[\[25\]](#)[\[26\]](#)[\[27\]](#)[\[28\]](#)[\[29\]](#)

Retaliation

The Board prohibits retaliation by the district or any other person against any person for:[\[28\]](#)

1. Reporting or making a formal complaint of any form of discrimination or retaliation, including Title IX sexual harassment.
2. Testifying, assisting, participating or refusing to participate in a related investigation process or other proceeding or hearing.
3. Acting in opposition to practices the person reasonably believes to be discriminatory.

The district, its employees and others are prohibited from intimidating, threatening, coercing, or discriminating against anyone for actions described above. Individuals are encouraged to contact the Title IX Coordinator immediately if retaliation is believed to have occurred.

Definitions

Complainant shall mean an individual who is alleged to be the victim.

Respondent shall mean an individual alleged to be the perpetrator of the discriminatory or harassing conduct.

Discrimination

Discrimination shall mean to treat individuals differently, or to harass or victimize based on a protected classification including race, color, age, creed, religion, sex, sexual orientation, gender identity, ancestry, national origin, marital status, pregnancy, or handicap/disability.

Harassment is a form of discrimination based on protected classification listed in this policy, consisting of unwelcome conduct such as graphic, written, electronic, verbal or nonverbal acts including offensive jokes, slurs, epithets and name-calling, ridicule or mockery, insults or put-downs, offensive objects or pictures, physical assaults or threats, intimidation, or other conduct that may be harmful or humiliating or interfere with a person's school or school-related performance and when such conduct is:

1. Sufficiently severe, persistent or pervasive; and
2. A reasonable person in the complainant's position would find that it creates an intimidating, threatening or abusive educational environment such that it deprives or adversely interferes with or limits an individual or group of the ability to participate in or benefit from the services, activities or opportunities offered by a school.

Definitions Related to Title IX Sexual Harassment

Formal complaint shall mean a document filed by a complainant or signed by the Title IX Coordinator alleging Title IX sexual harassment and requesting that the district investigate the allegation under the grievance process for formal complaints. The authority for the Title IX Coordinator to sign a formal complaint does not make the Title IX Coordinator a party in the grievance process for formal complaints. The phrase "document filed by a complainant" refers to a document or electronic submission that contains the complainant's physical or digital signature, or otherwise indicates that the complainant is the person filing the formal complaint.[\[27\]](#)[\[30\]](#)

Supportive measures shall mean nondisciplinary, nonpunitive individualized services offered as appropriate, as reasonably available, and without fee or charge to the complainant or the respondent before or after the filing of a formal complaint or where no formal complaint has been filed.[\[30\]](#)

Supportive measures shall be designed to restore or preserve equal access to the educational program or activity without unreasonably burdening the other party, including measures designed to protect the safety of all parties or the educational environment, or to deter sexual harassment. Supportive measures may include, but are not limited to:[\[30\]](#)

1. Counseling.
2. Extensions of deadlines or other course-related adjustments.
3. Modifications of class schedules.
4. Campus escort services.
5. Mutual restrictions on contact between the parties.
6. Increased security.
7. Monitoring of certain areas of the campus.
8. Assistance from domestic violence or rape crisis programs.
9. Assistance from community health resources including counseling resources.

Supportive measures may also include, when in accordance with applicable law, regulation or Board policy, assessments or evaluations to determine eligibility for special education or related services, or the need to review an Individualized Education Program (IEP) or Section 504 Service Agreement based on a student's behavior.[\[17\]\[18\]\[23\]\[24\]\[31\]](#)

Title IX sexual harassment means conduct on the basis of sex that satisfies one or more of the following:[\[30\]](#)

1. A district employee conditioning the provision of an aid, benefit, or district service on an individual's participation in unwelcome sexual conduct, commonly referred to as quid pro quo sexual harassment.
2. Unwelcome conduct determined by a reasonable person to be so severe, pervasive and objectively offensive that it effectively denies a person equal access to a district education program or activity.
3. Sexual assault, dating violence, domestic violence or stalking.

a. **Dating violence** means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim and where the existence of such a relationship is determined by the following factors:[\[32\]](#)

- i. Length of relationship.
- ii. Type of relationship.
- iii. Frequency of interaction between the persons involved in the relationship.

b. **Domestic violence** includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving federal

funding, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.[\[32\]](#)

- c. **Sexual assault** means a sexual offense under state or federal law that is classified as a forcible or nonforcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation.[\[33\]](#)
- d. **Stalking**, under Title IX means stalking on the basis of sex, for example when the stalker desires to date a victim. Stalking means to engage in a course of conduct directed at a specific person that would cause a reasonable person to either:[\[32\]](#)
 - i. Fear for their safety or the safety of others.
 - ii. Suffer substantial emotional distress.

Such conduct must have taken place during a district education program or activity and against a person in the United States to qualify as sexual harassment under Title IX. An **education program or activity** includes the locations, events or circumstances over which the district exercises substantial control over both the respondent and the context in which the harassment occurs. Title IX applies to all of a district's education programs or activities, whether such programs or activities occur on-campus or off-campus.[\[26\]](#)[\[27\]](#)[\[30\]](#)

Delegation of Responsibility

In order to maintain a program of nondiscrimination practices that is in compliance with applicable laws and regulations, the Board designates the Director of Human Resources or designee as the district's Compliance Officer and Title IX Coordinator.[\[34\]](#)

The Compliance Officer/Title IX Coordinator can be contacted at:

Address: 782 Springdale Drive, Exton PA 19341
email: julmer@wcasd.net
Phone: 484-266-1006

The Compliance Officer and Title IX Coordinator shall fulfill designated responsibilities to ensure adequate nondiscrimination procedures are in place, to recommend new procedures or modifications to procedures and to monitor the implementation of the district's nondiscrimination procedures in the following areas as appropriate:

1. Curriculum and Materials - Review of curriculum guides, textbooks and supplemental materials for discriminatory bias.
2. Training - Provide training for students and staff to prevent, identify and alleviate problems of discrimination.
3. Resources - Maintain and provide information to staff on resources available to complainants in addition to the school complaint procedure or Title IX procedures, such as making reports to the police, available supportive measures such as assistance from domestic violence or rape crisis programs and community health resources including counseling resources.
4. Student Access - Review of programs, activities and practices to ensure that all students have equal access and are not segregated except when permissible by law or regulation.
5. District Support - Assure that like aspects of the school programs and activities receive like support as to staffing and compensation, facilities, equipment, and related areas.[\[35\]](#)
6. Student Evaluation - Review of assessments, procedures, and guidance and counseling materials for stereotyping and discrimination.

7. Reports/Formal Complaints - Monitor and provide technical assistance to individuals involved in managing informal reports and formal complaints.

Guidelines

Title IX Sexual Harassment Training Requirements

The Compliance Officer and Title IX Coordinator, investigator(s), decision-maker(s), or any individual designated to facilitate an informal resolution process related to Title IX sexual harassment shall receive training, as required or appropriate to their specific role.

All training materials shall promote impartial investigations and adjudications of formal complaints of Title IX sexual harassment without relying on sex stereotypes.

All training materials shall be posted on the district's website.

Disciplinary Consequences

A student who is determined to be responsible for violation of this policy shall be subject to appropriate disciplinary action consistent with the Code of Student Conduct, which may include but is not limited to: [18][19][20]

1. Loss of school privileges.
2. Permanent transfer to another school building, classroom or school bus.
3. Exclusion from school-sponsored activities.
4. Detention.
5. Suspension.
6. Expulsion.
7. Referral to law enforcement officials.

An employee who violates this policy shall be subject to appropriate disciplinary action consistent with the applicable Board policy, collective bargaining agreement and individual contract, up to and including dismissal and/or referral to law enforcement officials.[21]

Reports of Discrimination

Any reports of discrimination that are reviewed by the Title IX Coordinator and do not meet the definition of Title IX sexual harassment but are based on race, color, age, creed, religion, sex, sexual orientation, gender identity, ancestry, national origin, marital status, pregnancy or handicap/disability shall follow the Discrimination Complaint Procedures in Administrative Guideline 103AG2.

Reports of Title IX Sexual Harassment

Any reports deemed by the Title IX Coordinator to meet the definition of sexual harassment under Title IX shall follow the Title IX Sexual Harassment Procedures and Grievance Process for Formal Complaints in Administrative Guideline 103AG3.

Other Reports

Any reports reviewed by the Title IX Coordinator which do not meet the definition of Title IX sexual harassment or discrimination of a protected class will be processed under the relevant Board policy.

Right to Alternative Complaint Procedure

Nothing in this policy shall deny the right of any individual to pursue other avenues of recourse to address concerns relating to prohibited harassment including initiating civil action, filing a complaint with outside agencies or seeking redress under state or federal law.

Legal

1. [22 PA Code 12.1](#)
2. [22 PA Code 12.4](#)
3. [22 PA Code 15.1 et seq](#)
4. [22 PA Code 4.4](#)
5. [24 P.S. 1301](#)
6. [24 P.S. 1310](#)
7. [24 P.S. 1601-C et seq](#)
8. [24 P.S. 5004](#)
9. [43 P.S. 951 et seq](#)
10. [20 U.S.C. 1681 et seq](#)
11. [34 CFR Part 106](#)
12. [29 U.S.C. 794](#)
13. [42 U.S.C. 12101 et seq](#)
14. [42 U.S.C. 1981 et seq](#)
15. [42 U.S.C. 2000d et seq](#)
16. [U.S. Const. Amend. XIV, Equal Protection Clause](#)
17. [Pol. 103.1](#)
18. [Pol. 113.1](#)
19. [Pol. 218](#)
20. [Pol. 233](#)
21. [Pol. 317](#)
22. [Pol. 806](#)
23. [Pol. 113.2](#)
24. [Pol. 113.3](#)
25. [20 U.S.C. 1232g](#)
26. [34 CFR 106.44](#)
27. [34 CFR 106.45](#)
28. [34 CFR 106.71](#)
29. [34 CFR Part 99](#)
30. [34 CFR 106.30](#)
31. [Pol. 113](#)
32. [34 U.S.C. 12291](#)
33. [20 U.S.C. 1092](#)
34. [34 CFR 106.8](#)
35. [Pol. 150](#)
- 18 Pa. C.S.A. 2709
- 20 U.S.C. 1400 et seq
- 28 CFR Part 35

[28 CFR Part 35](#)

[28 CFR Part 41](#)

[34 CFR Part 100](#)

[34 CFR Part 104](#)

[34 CFR Part 110](#)

[U.S. Const. Amend. I](#)

[Bostock v. Clayton County, 590 U.S., 140 S. Ct. 1731 \(2020\)](#)

[Davis v. Monroe County Board of Education, 526 U.S. 629 \(1999\)](#)

[Franklin v. Gwinnett County Public Schools, 503 U.S. 60 \(1992\)](#)

[Gebser v. Lago Vista Independent School District, 524 U.S. 274 \(1998\)](#)

[Office for Civil Rights - Resources for Addressing Racial Harassment](#)

[Pol. 122](#)

[Pol. 123](#)

[Pol. 138](#)

[Pol. 216](#)

[Pol. 220](#)

[Pol. 247](#)

[Pol. 249](#)

[Pol. 251](#)

[Pol. 252](#)

[Pol. 320](#)

[Pol. 352](#)

[Pol. 701](#)

Book	Policy Manual
Section	200 Pupils
Title	Discipline of Student Convicted/Adjudicated of Sexual Assault
Code	218.4
Status	Second Reading

Purpose

The Board recognizes the importance of a safe school environment for students who are victims of sexual assault. This policy addresses disciplinary requirements for a student convicted or adjudicated delinquent of sexual assault upon another district student.[\[1\]](#)

Definitions

Conviction – means the finding of guilty by a judge or a jury or the entry of a plea of guilty or nolo contendere for sexual assault whether or not judgment of sentence has been imposed.[\[1\]](#)

School setting – means in the school, on school grounds, in school vehicles, at a designated bus stop or at any activity sponsored, supervised or sanctioned by the school.[\[1\]](#)

School-sponsored activity – means any assemblies, field trips, class trips, graduation ceremonies, athletics, extracurricular activities, clubs, groups, teams or any activities sponsored, held or approved by the district.[\[1\]](#)

Sexual assault – means any of the following offenses:[\[1\]](#)

1. Rape.[\[2\]](#)
2. Statutory sexual assault.[\[3\]](#)
3. Involuntary deviate sexual intercourse.[\[4\]](#)
4. Sexual assault.[\[5\]](#)
5. Aggravated indecent assault.[\[6\]](#)
6. Indecent assault.[\[7\]](#)

Authority

The Board shall comply with the disciplinary requirements established by state law regarding students who have been convicted or adjudicated delinquent of sexual assault upon another student enrolled in this district, regardless of whether the sexual assault took place inside or outside of the school setting.[\[1\]](#)[\[8\]](#)[\[9\]](#)

Delegation of Responsibility

A student who is convicted of sexual assault upon another student enrolled in this district shall be required to notify the Superintendent or designee of the conviction no later than seventy-two (72) hours after the conviction.[\[1\]](#)

Upon report of a conviction or adjudication of sexual assault upon a district student, the Superintendent or designee shall take one (1) of the following actions against the convicted or adjudicated student:[\[1\]](#)

1. Recommend that the Board expel the student, in accordance with law and Board policy.[\[9\]](#)
2. Transfer the student to an alternative education program.
3. Reassign the student to another school or educational program within the district.

If the convicted or adjudicated student has already been expelled, transferred or reassigned, or if the victim does not attend the same school, no additional action regarding expulsion, transfer or reassignment is required by the district. Although action is not required, the district maintains the authority to make an alternative assignment or provide alternative educational services during or after an expulsion at the discretion of the Superintendent or designee.[\[1\]](#)

Upon report of a conviction or adjudication of sexual assault upon a district student that occurred in the school setting, the Superintendent or designee shall notify the Title IX Coordinator to determine whether the incident has been addressed in accordance with applicable Board policy.[\[10\]](#)[\[11\]](#)

Guidelines

In the case of a student with a disability, including a student for whom an evaluation is pending, prior to implementing any disciplinary removal or considering a change of placement for the student, the district shall coordinate with the student's Individualized Education Program (IEP) team and take all steps required to comply with state and federal laws and regulations, and Board policies.[\[1\]](#)[\[12\]](#)[\[13\]](#)[\[14\]](#)[\[15\]](#)[\[16\]](#)[\[17\]](#)

The district shall ensure that the convicted or adjudicated student is prohibited from taking part in the following activities at the same time as the victim:[\[1\]](#)

1. Being educated in the same school building.
2. Being transported on the same school vehicle.
3. Participating in the same school-sponsored activity.

Return of Student to School

The district may return the student who is expelled, transferred or reassigned, to the student's originally assigned school if one (1) of the following circumstances occur:[\[1\]](#)

1. The victim is no longer enrolled in the district.
2. The conviction or adjudication has been reversed and is not pending appeal.

Transfer Students

When the school district receives a student who transfers from a public or private school during or after an expulsion period for an act or offense involving a sexual assault conviction or adjudication, the district may assign that student to an alternative assignment or may provide alternative education services.[\[1\]](#)[\[18\]](#)

Legal

1. [24 P.S. 1318.1](#)
2. [18 Pa. C.S.A. 3121](#)
3. [18 Pa. C.S.A. 3122.1](#)
4. [18 Pa. C.S.A. 3123](#)
5. [18 Pa. C.S.A. 3124.1](#)
6. [18 Pa. C.S.A. 3125](#)
7. [18 Pa. C.S.A. 3126](#)
8. [Pol. 218](#)
9. [Pol. 233](#)
10. [Pol. 103](#)
11. [Pol. 252](#)
12. [20 U.S.C. 1400 et seq](#)
13. [34 CFR Part 300](#)
14. [Pol. 103.1](#)
15. [Pol. 113.1](#)
16. [Pol. 113.2](#)
17. [Pol. 113.3](#)
18. [Pol. 200](#)



Book	Policy Manual
Section	100 Programs
Title	Title I - Comparability of Services
Code	150
Status	Second Reading
Adopted	January 22, 2018
Last Revised	July 22, 2019

Purpose

The equivalent distribution of district resources is one method **means** that the district shall use to ensure all students receive a quality education. This policy demonstrates the district's commitment to ensure that no discrimination occurs in the distribution of resources funded by state and local sources, regardless of the receipt of federal funds.

Authority

The Board directs that each district school receiving Title I funds must use state and local funds to provide services that, taken as a whole, are at least comparable to services in those schools in the district that do not receive Title I funds.[\[1\]](#)

If all schools in the district receive Title I funds, the Board directs that state and local funds shall be used to provide services that, taken as a whole, are substantially comparable in each school.[\[1\]](#)

The Board acknowledges that comparability may be measured on a grade-span by grade-span basis or a school-by-school basis.

Definition

For purposes of this policy, **grade span** is defined as a similar two-grade span difference or less. For example, a grade span of K-2 or K-4, not a grade span of K-2 to K-5.

Delegation of Responsibility

If the district has more than one (1) building per grade span, the Superintendent or his/her designee shall complete a Detailed School Data Sheet.

Regardless of buildings per grade span, the Superintendent or his/her designee shall annually complete a Comparability Assurance Form to provide written assurance of equivalence among schools, including the provision of curriculum materials; instructional supplies; and teachers, administrators and other staff.

Guidelines

Method of Determination

~~For purposes of determining Title I comparability, the district shall use a current year student to staff ratio calculation or a previous year per pupil expenditure determination, whichever is more favorable to the district.~~

Allowable Exclusions

For the purposes of determining comparability, the district may exclude:[\[1\]](#)

1. State and local funds expended for language instruction education programs.[\[2\]](#)
2. Excess costs associated with providing services to students with disabilities.[\[3\]](#)[\[4\]](#)[\[5\]](#)
3. Unpredictable changes in enrollment or personnel assignments occurring after the beginning of the school year.
4. Other expenditures from supplemental state or local funds consistent with the intent of Title I.

Complaints

Complaints by individuals and organizations regarding implementation of equivalence between schools shall be processed in accordance with Board policy.[\[6\]](#)

- Legal
1. [20 U.S.C. 6321](#)
 2. Pol. 138
 3. Pol. 103.1
 4. Pol. 113
 5. Pol. 114
 6. Pol. 906.1