

# Agenda of Freedom Area School District Board of School Directors' Meeting

## The Board of Directors Freedom Area School District

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A Freedom Area School District Board of School Directors' Meeting of the Board of Directors of the Freedom Area School District will be held Thursday, August 13, 2026, beginning at 6:30 PM Freedom Area Middle School, 1702 School Street, Freedom, PA 15042.

### 1. CALL MEETING TO ORDER AND PLEDGE OF ALLEGIANCE

- 1.A. Call Meeting to Order
- 1.B. Pledge of Allegiance
- 1.C. Public Sign-In Sheet for August 13, 2026

### 2. ROLL CALL

### 3. COMMUNICATIONS - Facilities

- 3.A. Use of Facilities Schedule

### 4. PUBLIC/COMMUNITY RELATIONS

### 5. MINUTES

- 5.A. Approval of August 6, 2026, Board Meeting Minutes

### 6. INFORMATION

- 6.A. BVIU School Board Notes from June and July Meetings

### 7. SUPERINTENDENT'S REPORT

- 7.A. Recognition of Board Members

### 8. LEGISLATION

### 9. FINANCE

- 9.A. Approve List of Payments Made and Payments to be Approved

#### **Recommended Motion(s):**

Approve the Following Payments

- 9.B. Approval of Finance Consent Items

#### **Recommended Motion(s):**

Approve Finance Consent Item 9A

### 10. EDUCATION

- 10.A. Approve Release Time - Professional Development

#### **Recommended Motion(s):**

Approve Professional Development

- 10.B. Approve Release Time - Student and Staff Travel

#### **Recommended Motion(s):**

Approve Student and Staff Travel

- 10.C. Approve Sabbatical Leave

#### **Recommended Motion(s):**

Approve Semester 1 Medical Sabbatical Leave #2026-01, According to Policy

10.D. Accept Resignation for Purposes of Retirement

**Recommended Motion(s):**

Accept Resignation for Purposes of Retirement from Tina Strati, Sixth Grade Teacher, Effective June 9, 2026

10.E. Approve Teachers

**Recommended Motion(s):**

Approve Teachers (Clearances on File)

10.F. Approve Paraprofessional

**Recommended Motion(s):**

Approve William Scabilloni as Paraprofessional, \$16 per Hour (Clearances on File)

10.G. Approve 2026-2027 Parent/Student Handbooks

**Recommended Motion(s):**

Approve 2026-2027 Parent/Student Handbooks

10.H. Approve Title I Services Agreement with IU #4

**Recommended Motion(s):**

Approve 2026-2027 Non-Public Title I Services Agreement with Midwestern IU #4

10.I. Approve Agreement with Glade Run

**Recommended Motion(s):**

Approve 2026-2027 Day Student Education Agreement with Glade Run Lutheran Services (Signature Required) (Costs According to Attachment A)

10.J. Approve Agreement with McGuire Memorial

**Recommended Motion(s):**

Approve 2026-2027 Educational Services Agreement with The School at McGuire Memorial (Signatures Required) (Costs Included in Exhibit A and B Attachment)

10.K. Approve Agreement with ProCare

**Recommended Motion(s):**

Approve 2026-2027 Client Services Agreement with ProCare Therapy (Signature Required)

10.L. Approval of Education Consent Items

**Recommended Motion(s):**

Approve Education Consent Items 10A-10K

## 11. OPERATIONS

11.A. Accept Resignation

**Recommended Motion(s):**

Accept Resignation of Carrie Tuszynski, High School Part-Time Attendance/Discipline/Athletics Secretary, Effective August 28, 2026

11.B. Approve Transfer

**Recommended Motion(s):**

Approve Transfer of Justin Donnelly from Substitute to Full-Time Custodial Employee, Effective August 13, 2026 (Clearances on File)

11.C. Approve Release Time

**Recommended Motion(s):**

Approve Release Time for Alyssa Young, High School Guidance Secretary/Child

Accounting to attend DQN Meetings for 2026-2027, BVIU, Cost Mileage

11.D. Approve List of 2026-2027 Bus and Van Drivers

**Recommended Motion(s):**

Approve Attached List of Frye Transportation Group, Inc. Bus and Van Drivers for the 2026-2027 School Year

11.E. Approval of Operations Consent Items

**Recommended Motion(s):**

Approve Operations Consent Items 11A-11D

**12. FACILITIES MASTER PLAN**

**13. ATHLETICS/EXTRA-CURRICULAR**

13.A. Accept Resignations

**Recommended Motion(s):**

Accept Resignations

13.B. Approve List of Club and Activity Sponsors

**Recommended Motion(s):**

Approve Attached List of 2026-2027 High School Club and Activity Sponsors

13.C. Approve High School Play Director

**Recommended Motion(s):**

Approve Heather Giammaria as High School Play Director, Stipend \$2,950

13.D. Approve Drama Club Sponsor

**Recommended Motion(s):**

Approve Heather Giammaria as High School Drama Club Sponsor (Unpaid)

13.E. Approval of Athletics/Extra-Curricular Consent Items

**Recommended Motion(s):**

Approve Athletics/Extra-Curricular Consent Items 13A-13D

**14. POLICY**

**15. MEET AND DISCUSS**

**16. ADJOURNMENT**

16.A. Motion to Adjourn the Meeting.

**Recommended Motion(s):**

Motion to Adjourn the Meeting



## **August 2026**

### **Use of School Facilities (Schedule According to Policy):**

1. Brian Wargo, Elementary School Library, August 1 and 15, Idealized Science Institute Teacher Training
2. Track and Field, Jumping Area, August 5-21, Conditioning
3. Alyssa Barone, Middle School Gym, August 10-14, Cheer Camp
4. Marching Band, Stadium, Elementary and High School Gyms and Stadium, August 12, Pictures
5. Nutrition Group, Middle School Cafeteria, August 18, Meeting with Staff
6. ESPA, Elementary Library, August 22, Meeting
7. Wednesday Night Basketball Association, Middle and Elementary School Gyms, Available Wednesdays from August 26 through December 16
8. Elementary PTA:
  - a. Elementary School Library and Conference Room, 8/31, 10/6, 11/17, 1/6, 2/18, 4/6, 5/12, Meetings
  - b. Elementary School Library, September 11-18 and April 2-9, Book Fairs
  - c. Elementary School Concession Stand, 10/28, 10/29, 12/17, 3/18, Fundraiser Distributions
  - d. Elementary School Locker Room, December 11-18, Santa Shop
  - e. Middle School Auditorium, January 26-28, Talent Show Practice and Performance
  - f. Elementary School Gym and Cafeteria, February 10, Stuff a Bulldog Family Night
  - g. Grades 3-4 Playground Area, June 1, 2027, 4<sup>th</sup> Grade Celebration
9. Youth Wrestling, Middle School Gym, Mondays and Wednesdays, October 19 through February 28, Practice
10. Reach For the Stars Dance Studio, Middle School Auditorium, February 4, Dance Recital Preview



**Beaver Valley Intermediate Unit**  
**Board Notes #589**  
**June 24, 2026**

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## **Meeting Information**

The Beaver Valley Intermediate Unit (BVIU) Board of Directors held a regularly scheduled meeting on June 24, 2026, at 6:30 PM.

## **Attendance**

Members Present: Mrs. Romasco, Mr. Miller, Mr. VanZalinge, Mr. Mowad, Mr. Inman, Mr. D'Itri, Mrs. Ceratti, Mr. Blackwell, Mrs. Marino and Mrs. Hanes

Members Absent: Ms. Gill, Mrs. Thompson, Mrs. Klessner and Mr. Hunter

Others Present: Dr. Rosendale, Attorney Al Steff, Mrs. Niedbala, Mrs. Ference, Mrs. Johnston, Mr. Sanderbeck, Mrs. McKinley, Dr. Carbone, Mr. Doyle, R. Dixon, J. Dugan, D. Jacobs, J. Saxon, L. Trehar, B. Stankay, H. Griffith, A. Noah

## **Action Taken**

- Elected the following officers for the 2026-2027 school year:

### **Board Officers**

| <b>Office</b>  | <b>Elected</b>        |
|----------------|-----------------------|
| President      | Mr. Ron Miller        |
| Vice President | Mr. Gerald Inman, III |
| Secretary      | Mr. Thomas Mowad      |
| Treasurer      | Mr. Anthony D'Itri    |

- Appointed Mr. Al Steff, Jr. as the solicitor for the 2026-2027 school year
- Accepted a separation agreement with employee 136
- Employed Mrs. Shannon Fenton, Beaver Falls, PA, at the Human Resource Generalist
- Approved the two (2) FMLA requests
- Approved the following conference request:

**Conference**

| <b>Name</b>    | <b>Conference</b>                                                              | <b>Cost</b> |
|----------------|--------------------------------------------------------------------------------|-------------|
| Erica McMullen | Bridging Knowledge to Know-How: Empowering Pennsylvania Educators and Partners | \$175       |

- The following staff members will work the ESY Program at New Horizon School:

**ESY Staff Members**

| <b>Name</b>       | <b>Position</b> |
|-------------------|-----------------|
| Michelle Vujaklya | Teacher         |
| Sydney Migliore   | Teacher         |

- Approved CPE Instructors for the summer 2026 term.
- The following Board meeting dates were approved for the 2026-2027 school year:

|                     |                               |
|---------------------|-------------------------------|
| July 22, 2026       | February 24, 2027             |
| August 26, 2026     | March 24, 2027                |
| *September 23, 2026 | April 28, 2027                |
| October 28, 2026    | May 18, 2027 - <b>Tuesday</b> |
| November 18, 2026   | June 23, 2027                 |
| January 27, 2027    |                               |

\*To be held at New Horizon School in conjunction with Open House.

- Authorized the Administrative Staff and Board Members to attend appropriate conferences and conventions during the 2026–2027 school year consistent with established Beaver Valley Intermediate Unit Board Policy
- Permitted the Executive Director to accept gifts and donations for the Intermediate Unit on behalf of the Board of Directors in compliance with Board Policy and all gifts/donations shall be reported to the Board and recorded in appropriate inventory listings
- Approved that PLGIT, WesBanco Bank, Zion Bank and Pennsylvania School District Liquid Asset Fund (PSDLAF) be designated as depositories for the various accounts of the Beaver Valley Intermediate Unit for the 2026–2027 school year. In addition, they approved Mrs. Teresa Johnston, Business Manager, and Mr. Michael Sims, Business Manager Assistant as an authorized signer and online banking administrator.
- Approved the designation of funds in the capital reserve account to commit a portion of the fund balance for future capital purposes related to the Central Office Building and New Horizon School, as per the recommendation of our

local auditors. The amount will be determined at the conclusion of the Independent Auditor's Report for year ending June 30, 2026.

- Workers Compensation Insurance Rates through U.S.I. were approved.
- Property, Casualty and Auto Insurance rates were approved by the Board through Arthur J. Gallagher & Co.
- Renewed the agreement with US OMNI & TSACG Compliance Services, Inc.
- Approved an agreement with Butler, Agnew and Associates to provide audit preparation services for the 2026-2027 school year
- Extended the lease with Lincoln Park Performing Arts Center for the month of July
- Approved the following contracted services:

| Contractor                      | Service                                   | Cost                                        |
|---------------------------------|-------------------------------------------|---------------------------------------------|
| Big Smiles PA                   | Dental services                           | Free                                        |
| Dr. Hagberg                     | Physician services                        | \$10 per IEP                                |
| Invo                            | Physical Therapy                          | \$66/hour                                   |
| Beaver Co. Assoc. for the Blind | Vision screenings                         | Free                                        |
| Western PA School for the Blind | Vision services                           | \$136.00/hour                               |
| AOT, Inc                        | Early intervention, SPS, and ESY services | \$75-\$90/per hour depending on the service |
| Global Wordsmiths               | Interpreting services                     | \$1.00/minute                               |
| Aveanna                         | Nursing/Paras                             | \$75/\$36 per hour                          |

- As required by the Safe Schools Act, the following Memorandums of Understanding were approved:
  - Center Township Policy Department
  - Brighton Township Police Department
  - Shenango Township Police Department
  - Rochester Borough Police Department
- Approved an agreement with Security Systems of America to install new AirPhone IX-DV networked door entry systems at the Central Office Building and New Horizon School
- Renewed a one-year agreement with a part-time Psychiatric Nurse Practitioner

## Addendum

- Accepted the resignation of Mr. Michael Frankowski, Emotional Support Teacher, effective June 23, 2026
- Accepted the resignation of Mrs. Alexis Whiteford, Early Intervention Service Coordinator, effective August 9, 2026
- Employed the following people:
  - Ms. Taylor Ansell, New Castle, PA as a full-time Speech Language Pathologist in the EI Program, effective August 17, 2026
  - Ms. Elizabeth Glenn, New Brighton, PA as a full-time Speech Language Pathologist at New Horizon School, effective August 17, 2026
  - Ms. Maureen O'Brien, Crescent, PA as a full-time Speech Language Pathologist at New Horizon School, effective August 17, 2026
  - Ms. Shannon Wolfe, Cranberry Township, PA as a full-time Occupational Therapist, effective August 17, 2026
  - Mr. William Forbes, Midland, PA as a part-time Mental Health Professional, effective date to be determined
  - Ms. Gracii Dunham, Darlington, PA as a full-time Shared Aide in a Secondary MDS Classroom, effective August 17, 2026
- Ms. Elizabeth Glenn was added to the staff for the ESY Program at New Horizon School
- Approved an agreement with PAIU for consortium pricing for the districts for Board Docs

## Reports

**Executive Director** - Dr. Rosendale talked about the progress at New Horizon School. He stated that they should be ready to move into the 180 pods by June 29, 2026. He also informed the Board that we will be having the ESY Program at the MIT Building.

He talked about the guidelines regarding lead in drinking water. Dr. Rosendale told the Board that the Legislative grant money will be deposited on Friday.

**Solicitor** - Mr. Steff said that he's been busy doing rewarding work for the IU.

**Other Business** - Mrs. Michelle McKinley gave a PowerPoint presentation highlighting the curriculum department.

Mr. Miller commended the leadership of Dr. Rosendale. He stated that he consistently demonstrates professionalism, integrity and a strong commitment to the students, staff and communities served by the BVIU.

Mr. Miller stated that the public comment portion of the Board meetings exists to provide members of the community with an opportunity to share feedback concerns and differing viewpoints. Open dialogue and public participation are important components of transparent governance. At the same time, the Board encourages all participants to conduct themselves in a respectful and professional manner.

**Public Comment – None**

Respectfully submitted,

*Eric G. Rosendale*

Dr. Eric G. Rosendale  
Executive Director

EGR/cbf



**Beaver Valley Intermediate Unit**  
**Board Notes #590**  
**July 22, 2026**

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## **Meeting Information**

The Beaver Valley Intermediate Unit (BVIU) Board of Directors held a regularly scheduled meeting on July 22, 2026, at 6:30 PM.

## **Attendance**

Members Present: Mr. Miller, Mrs. Thompson, Mr. VanZalinge, Mr. Mowad, Mr. Inman, Mrs. Klessner, Mr. D'Itri, Mrs. Ceratti, Mr. Hunter, Mrs. Marino and Mrs. Hanes

Members Absent: Ms. Gill, Mrs. Romasco and Mr. Blackwell

Others Present: Dr. Rosendale, Attorney Al Steff, Mrs. Niedbala, Mrs. Ference, Mrs. Johnston, Mrs. Fenton, Mr. Sanderbeck, Mrs. McKinley, Mr. Huwar, Mrs. Leiper, R. Dixon and A. Noah

## **Action Taken**

- Employed the following people:
  - Ms. Krystelle Fisher as a part-time BHTABA, effective July 23, 2026
  - Mr. Javon Turner as a full-time Accounting Specialist, effective July 28, 2026
  - Mr. Jason Hummel as a full-time Health and Physical Education Teacher at New Horizon North
  - Ms. Michelle McKnight as a full-time Elementary Special Education Teacher at New Horizon North
  - Ms. Kim Pickstone as a full-time Registered Behavior Technician at New Horizon North
  - Mr. Corey Rider as a full-time Mental Health Professional in the Out-Patient Services program
- Changed Ms. Mandi Rea's status from part-time to full-time as a Mental Health Professional

- Changed Mr. William Forbe's status from part-time to full-time as a Mental Health Professional
- Authorized use of a Procurement Card for Mrs. Shannon Fenton and removed Mrs. Chelsie D'Amico
- Authorized signing and submitting the Civil Rights Compliance forms and attachments for the initial licensing application process for Out-Patient Services
- Approved Ms. Megan Paich, Speech Therapist to work the ESY program
- Approved the following fund-raising activity for the 2026-2027 school year:

| Event     | Sponsor                         | Date of Event      |
|-----------|---------------------------------|--------------------|
| Wing Bash | PBIS Team at New Horizon School | September 20, 2026 |

- Approved a new position for an Early Intervention secretary
- Approved the purchase of a Social-Emotional curriculum for New Horizon School
- Renewed an agreement with Sweet, Stevens, Katz & Williams for the Technology Pool Counsel for the 2026-2027 school year

## Addendum

## Reports

**Executive Director** - Dr. Rosendale stated that the renovations to New Horizon School are really coming along. Everyone is looking forward to the start of the school year.

Dr. Rosendale informed the Board that mold was found on the items that were stored in the storage containers. He stated that we will salvage anything that we can but most items will be thrown away.

**Solicitor** - Mr. Steff said that he's been busy as usual but has nothing new to report.

**Other Business** - None

**Public Comment** – None

Respectfully submitted,

*Eric G. Rosendale*

Dr. Eric G. Rosendale  
Executive Director

EGR/cbf

**FREEDOM AREA SCHOOL DISTRICT**  
**August 13, 2026 Board Report**

|                                       |                               |
|---------------------------------------|-------------------------------|
| General Fund Cks paid 7/10/26-7/31/26 | \$176,295.90 Ratification     |
| General Fund Cks payable 8/14/26      | \$465,142.96 Payment Approval |
| <b>Total</b>                          | <b>\$641,438.86</b>           |

|                     |              |
|---------------------|--------------|
| Payroll - July 2026 | \$529,288.82 |
|---------------------|--------------|

|                                       |                              |
|---------------------------------------|------------------------------|
| Capital Fund Cks paid 7/10/26-7/31/26 | \$73,743.00 Ratification     |
| Capital Fund Cks payable 8/14/26      | \$77,224.00 Payment Approval |
| <b>Total</b>                          | <b>\$150,967.00</b>          |

|                         |            |
|-------------------------|------------|
| PCard Payment July 2026 | \$9,511.54 |
|-------------------------|------------|

|                                        |                          |
|----------------------------------------|--------------------------|
| Cafeteria Fund Cks paid 7/1/26-7/31/26 | \$62,217.25 Ratification |
| Cafeteria Fund Cks payable 8/14/26     | \$0.00                   |
| <b>Total</b>                           | <b>\$62,217.25</b>       |

|                                          |                   |
|------------------------------------------|-------------------|
| Student Activities paid 7/10/26- 7/31/26 | \$3,248.00        |
| Student Activities payable 8/14/26       | \$247.72          |
| <b>Total</b>                             | <b>\$3,495.72</b> |

Date: 08/04/26  
Time: 14:27:48

Freedom Area School District  
List Of Payments 2026-2027

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Check Dates 07/10/26 - 08/04/26

Check # 00000001 - 99999999

| Check                                                                                | Date     | Vendor Name                             | Account Number               | Description                                                  | Bat       | PO Number | Check Amount        |
|--------------------------------------------------------------------------------------|----------|-----------------------------------------|------------------------------|--------------------------------------------------------------|-----------|-----------|---------------------|
| <b>Bank Account: 10-0101-000-200-00-00-00-000 FNB - General Fund Checking - 0232</b> |          |                                         |                              |                                                              |           |           |                     |
| 00009609                                                                             | 07/16/26 | Amazon                                  | 10-2511-610-000-00-00-00-000 | Plastic Binder Dividers with One Front Pocket-3 Ring Binder  | 100716261 |           | \$11.18             |
|                                                                                      |          |                                         | 10-2620-432-000-00-00-00-000 | repair for district equip. and vehicles                      | 100716261 | 25000586  | \$159.98            |
|                                                                                      |          |                                         | 10-2620-612-000-00-00-00-000 | Maint Supplies - District - Physical Plant                   | 100716261 |           | \$790.69            |
|                                                                                      |          |                                         | 10-2620-612-000-00-00-00-000 | supplies for 25-26 school year                               | 100716261 | 25000274  | \$531.35            |
|                                                                                      |          |                                         | 10-3250-610-000-00-00-00-033 | Golf Balls                                                   | 100716261 |           | \$337.52            |
| <b>Check Total</b>                                                                   |          |                                         |                              |                                                              |           |           | <b>\$1,830.72</b>   |
| 00075325                                                                             | 07/16/26 | Amergus Healthcare Staffing, Inc.       | 10-1260-390-000-10-10-00-000 | AB, AH, MM Teachers 6/1/26-6/5/26 Related Services Fees - EI | 10071626  |           | \$6,913.50          |
|                                                                                      |          |                                         | 10-1260-390-000-10-30-00-000 | MM, EN, BR Paras 6/1/26-6/5/26 Related Services Fees - MS -  | 10071626  |           | \$2,784.60          |
| <b>Check Total</b>                                                                   |          |                                         |                              |                                                              |           |           | <b>\$9,698.10</b>   |
| 00075326                                                                             | 07/16/26 | BEAVER VALLEY INTERMEDIATE<br>UNT SPS   | 10-1211-322-000-10-00-00-300 | 3rd and 4th Period -Tuition - New Horizon - Elementary       | 10071626  |           | \$60,664.63         |
|                                                                                      |          |                                         | 10-1211-322-000-30-00-00-300 | 3rd and 4th Period Tuition - New Horizon - Secondary         | 10071626  |           | \$60,664.62         |
| <b>Check Total</b>                                                                   |          |                                         |                              |                                                              |           |           | <b>\$121,329.25</b> |
| 00075327                                                                             | 07/16/26 | The Bradley Center                      | 10-1230-563-000-30-00-00-300 | AS June May 2026 Occupational Therapy                        | 10071626  |           | \$81.88             |
|                                                                                      |          |                                         | 10-1230-563-000-30-00-00-300 | LM Jun 2026 School Tuition                                   | 10071626  |           | \$690.00            |
|                                                                                      |          |                                         | 10-1230-563-000-30-00-00-300 | AS June 2026 School Tuition                                  | 10071626  |           | \$690.00            |
| <b>Check Total</b>                                                                   |          |                                         |                              |                                                              |           |           | <b>\$1,461.88</b>   |
| 00075328                                                                             | 07/16/26 | The Hope Learning Center                | 10-1270-563-000-10-00-00-300 | BW PCA Daily 5/29/26-Multi-handicapped Support               | 10071626  |           | \$5,985.00          |
|                                                                                      |          |                                         | 10-1270-563-000-10-00-00-300 | BW PCA Daily 6/5/26-Multi-handicapped Support                | 10071626  |           | \$1,417.50          |
| <b>Check Total</b>                                                                   |          |                                         |                              |                                                              |           |           | <b>\$7,402.50</b>   |
| 00075329                                                                             | 07/16/26 | PSBA Insurance                          | 10-2310-810-000-00-00-00-000 | 26-27 Membership Dues -All Access Package and Keystone Agend | 10071626  |           | \$13,808.38         |
| 00075330                                                                             | 07/16/26 | Rochester Area Joint Sewer<br>Authority | 10-2620-424-000-00-20-00-000 | Water & Sewage - ES 6/1/26-6/30/26                           | 10071626  |           | \$478.00            |

Date: 08/04/26  
Time: 14:27:48

Freedom Area School District  
List Of Payments 2026-2027

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Check Dates 07/10/26 - 08/04/26

Check # 00000001 - 99999999

| Check                                                                                | Date     | Vendor Name                         | Account Number               | Description                                   | Bat      | PO Number          | Check Amount      |
|--------------------------------------------------------------------------------------|----------|-------------------------------------|------------------------------|-----------------------------------------------|----------|--------------------|-------------------|
| <b>Bank Account: 10-0101-000-200-00-00-00-000 FNB - General Fund Checking - 0232</b> |          |                                     |                              |                                               |          |                    |                   |
|                                                                                      |          |                                     | 10-2620-424-000-00-20-00-000 | Water & Sewage - ES 6/1/26-6/30/26            | 10071626 |                    | \$200.80          |
|                                                                                      |          |                                     | 10-2620-424-000-00-30-00-000 | Water & Sewage - MS 6/1/26-6/30/26            | 10071626 |                    | \$79.00           |
|                                                                                      |          |                                     | 10-2620-424-000-00-30-00-000 | Water & Sewage - MS 6/1/26-06/30/26           | 10071626 |                    | \$654.40          |
|                                                                                      |          |                                     |                              |                                               |          | <b>Check Total</b> | <b>\$1,412.20</b> |
| 00075331                                                                             | 07/16/26 | Sheldon's Flowers                   | 10-2380-610-000-30-40-36-000 | OPEN PO FOR GRADUATION FLOWERS                | 10071626 | 25000176           | \$500.00          |
| 00075332                                                                             | 07/16/26 | The Education Center at Watson Inst | 10-1270-568-000-10-00-00-300 | ESY JULY 2026 VG DS                           | 10071626 |                    | \$7,090.00        |
| 00075333                                                                             | 07/16/26 | Town-Country Lawn & Garden Ctr      | 10-2620-432-000-00-00-00-000 | tractor parts                                 | 10071626 | 25000318           | \$214.62          |
| 00075334                                                                             | 07/16/26 | Verizon Wireless                    | 10-2620-538-000-00-10-00-000 | 6/2/26-7/1/26 Telephone-BK                    | 10071626 |                    | \$371.79          |
|                                                                                      |          |                                     | 10-2620-538-000-00-30-00-000 | 06/2/26-7/1/26 Telephone - MS                 | 10071626 |                    | \$371.79          |
|                                                                                      |          |                                     | 10-2620-538-000-00-40-00-000 | 6/2/26-7/1/26 Telephone-HS                    | 10071626 |                    | \$371.79          |
|                                                                                      |          |                                     |                              |                                               |          | <b>Check Total</b> | <b>\$1,115.37</b> |
| 00075335                                                                             | 07/23/26 | Columbia Gas Company                | 10-2620-621-000-00-10-00-000 | June 26 Gas-ELEM                              | 10072326 |                    | \$835.74          |
|                                                                                      |          |                                     | 10-2620-621-000-00-30-00-000 | June 26 Natural Gas - MS                      | 10072326 |                    | \$1,671.48        |
|                                                                                      |          |                                     | 10-2620-621-000-00-40-00-000 | June 26 Natural Gas-HS                        | 10072326 |                    | \$1,671.48        |
|                                                                                      |          |                                     |                              |                                               |          | <b>Check Total</b> | <b>\$4,178.70</b> |
| 00075336                                                                             | 07/23/26 | De Lage Landen Public Finance       | 10-2818-448-000-10-00-00-000 | 7/24/26-8/23/26-Lease - Tech Equipment - Elem | 10072326 |                    | \$1,716.19        |
|                                                                                      |          |                                     | 10-2818-448-000-30-00-00-000 | 7/24/26-8/23/26 Lease - Tech Equipment - Sec  | 10072326 |                    | \$1,716.19        |
|                                                                                      |          |                                     |                              |                                               |          | <b>Check Total</b> | <b>\$3,432.38</b> |
| 00075337                                                                             | 07/23/26 | Duquesne Light Company              | 10-2620-622-000-00-10-00-000 | Account # 0721-130-000- Electricity ELEM      | 10072326 |                    | \$127.71          |
| 00075338                                                                             | 07/23/26 | NRG Business Marketing              | 10-2620-621-000-00-10-00-000 | Natural Gas-ELEM                              | 10072326 |                    | \$450.89          |
|                                                                                      |          |                                     | 10-2620-621-000-00-30-00-000 | Natural Gas - MS                              | 10072326 |                    | \$450.89          |
|                                                                                      |          |                                     | 10-2620-621-000-00-40-00-000 | Natural Gas-HS                                | 10072326 |                    | \$450.89          |
|                                                                                      |          |                                     |                              |                                               |          | <b>Check Total</b> | <b>\$1,352.67</b> |
| 00075339                                                                             | 07/23/26 | New Sewickley Township              | 10-2620-424-000-00-20-00-000 | 5/31/26-6/30/26 Water & Sewage - ES           | 10072326 |                    | \$191.70          |
|                                                                                      |          |                                     | 10-2620-424-000-00-30-00-000 | 5/31/26-6/30/26 Water & Sewage - MS           | 10072326 |                    | \$121.35          |

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**Freedom Area School District  
List Of Payments 2026-2027**

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Check # 00000001 - 99999999

| Check                                                                                | Date | Vendor Name       | Account Number               | Description                         | Bat              | PO Number           | Check Amount        |
|--------------------------------------------------------------------------------------|------|-------------------|------------------------------|-------------------------------------|------------------|---------------------|---------------------|
| <b>Bank Account: 10-0101-000-200-00-00-00-000 FNB - General Fund Checking - 0232</b> |      |                   |                              |                                     |                  |                     |                     |
|                                                                                      |      |                   | 10-2620-424-000-00-30-00-000 | 5/31/26-6/30/26 Water & Sewage - MS | 10072326         |                     | \$329.10            |
|                                                                                      |      |                   | 10-2620-424-000-00-40-00-000 | 5/31/26-6/30/26 Water & Sewage - HS | 10072326         |                     | \$116.79            |
|                                                                                      |      |                   | 10-2620-424-000-00-40-00-000 | 5/31/26-6/30/26 Water & Sewage - HS | 10072326         |                     | \$582.48            |
| <b>Check Total</b>                                                                   |      |                   |                              |                                     |                  |                     | <b>\$1,341.42</b>   |
| <b>Bank Total</b>                                                                    |      |                   |                              |                                     |                  |                     | <b>\$176,295.90</b> |
| <b>2025-2026 Invoices</b>                                                            |      | <b>155,047.19</b> | <b>2026-2027 Invoices</b>    |                                     | <b>21,248.71</b> | <b>Report Total</b> | <b>\$176,295.90</b> |



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Release Dates 01/06/03 - 12/21/26

Freedom Area School District  
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Invoice # 00005182 - WINTER SPORTS 2025

| Vendor# | Vendor Name And Address                                      | Year         | Account Number                                    | P.O.#    | Combined? | Invoice #<br>Bat          | Inv Date | 1099 | Released<br>Check Date |
|---------|--------------------------------------------------------------|--------------|---------------------------------------------------|----------|-----------|---------------------------|----------|------|------------------------|
| 006265  | 3P Learning                                                  |              | PO Box 392751 Pittsburgh PA 15251-9751            |          |           |                           |          |      |                        |
|         | Reading Eggs                                                 | \$925.00     | 26-27 10-1110-610-000-10-10-00-110/4132           | 26000319 | Yes       | INV-US-28048<br>10081426  | 07/15/26 | No   | 08/14/26               |
| 006140  | ABC Transit Inc.                                             |              | 4242 William Flynn highway Allison Park PA 15101- |          |           |                           |          |      |                        |
|         | May 2026 Transportation Filed Trips Prepaid Services         | \$6,995.01   | 25-26 10-0181-000-000-00-00-00-000/0031           |          | Yes       | FREE052026<br>10081426    | 07/21/26 | No   | 08/14/26               |
|         | May 2026 Transportation Home to School Routes                | \$82,713.60  | 25-26 10-2720-513-000-00-00-00-000/3570           |          | Yes       | FREE052026<br>10081426    | 07/21/26 | No   | 08/14/26               |
|         | May 2026 Transportation Vo Tech/Baden Shuttles               | \$4,785.72   | 25-26 10-2720-513-000-00-00-00-000/3570           |          | Yes       | FREE052026<br>10081426    | 07/21/26 | No   | 08/14/26               |
|         | June 2026 Transportation Field Trips                         | \$707.52     | 25-26 10-0181-000-000-00-00-00-000/0031           |          | Yes       | FREE062026<br>10081426    | 07/21/26 | No   | 08/14/26               |
|         | June 2026 Transportation Home to School Routes               | \$21,670.95  | 25-26 10-2720-513-000-00-00-00-000/3570           |          | Yes       | FREE062026<br>10081426    | 07/21/26 | No   | 08/14/26               |
|         | June 2026 Transportation VoTech/Baden                        | \$629.70     | 25-26 10-2720-513-000-00-00-00-000/3570           |          | Yes       | FREE062026<br>10081426    | 07/21/26 | No   | 08/14/26               |
|         | 2025-2026 Reconciliation Student Trans - District - Reg. Ed. | \$21,670.95  | 25-26 10-2720-513-000-00-00-00-000/3570           |          | Yes       | FREE2526RECON<br>10081426 | 07/21/26 | No   | 08/14/26               |
|         | 006140 Vendor Total                                          | \$139,173.45 |                                                   |          |           |                           |          |      |                        |
| 005581  | Affordable Pest Solutions                                    |              | 190 Hillside Ave. Freedom PA 15042-               |          |           |                           |          |      |                        |
|         | Pest Control                                                 | \$95.00      | 26-27 10-2620-431-000-00-00-00-000/3523           | 26000001 | Yes       | 3963<br>10081426          | 07/23/26 | No   | 08/14/26               |
|         | Pest Control                                                 | \$82.00      | 26-27 10-2620-431-000-00-00-00-000/3523           | 26000001 | Yes       | 3977<br>10081426          | 07/22/26 | No   | 08/14/26               |
|         | Pest Control                                                 | \$126.00     | 26-27 10-2620-431-000-00-00-00-000/3523           | 26000001 | Yes       | 3978<br>10081426          | 07/22/26 | No   | 08/14/26               |
|         | Pest Control                                                 | \$42.00      | 26-27 10-2620-431-000-00-00-00-000/3523           | 26000001 | Yes       | 3979<br>10081426          | 07/22/26 | No   | 08/14/26               |
|         | Pest Control                                                 | \$235.00     | 26-27 10-2620-431-000-00-00-00-000/3523           | 26000001 | Yes       | 3980<br>10081426          | 07/22/26 | No   | 08/14/26               |
|         | 005581 Vendor Total                                          | \$580.00     |                                                   |          |           |                           |          |      |                        |

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Invoice # 00005182 - WINTER SPORTS 2025

| Vendor# | Vendor Name And Address                                      | Year              | Account Number                                            | P.O.# | Combined? | Invoice #<br>Bat         | Inv Date | 1099 | Released<br>Check Date |
|---------|--------------------------------------------------------------|-------------------|-----------------------------------------------------------|-------|-----------|--------------------------|----------|------|------------------------|
| 006723  | AMANDA BEABOUT                                               |                   |                                                           |       |           |                          |          |      |                        |
|         | Stamps                                                       | \$164.00          | 26-27 10-1110-610-000-30-40-00-110/1882                   |       | Yes       | REIMB 8/3/26<br>10081426 | 08/04/26 | No   | 08/14/26               |
| 000082  | Associated Occupational Therapists, Inc                      |                   | 100 Corporate Center Drive Suite 115 COROAPOLIS PA 15108- |       |           |                          |          |      |                        |
|         | June 2026 Related Services Fees - Elem                       | \$132.29          | 25-26 10-1260-390-000-10-10-00-000/13258                  |       | Yes       | INV0003615<br>10081426   | 07/06/26 | Yes  | 08/14/26               |
|         | June 2026 Related Services Fees - Sec                        | \$132.29          | 25-26 10-1260-390-000-30-40-00-000/13261                  |       | Yes       | INV0003615<br>10081426   | 07/06/26 | Yes  | 08/14/26               |
|         | <b>000082 Vendor Total</b>                                   | <b>\$264.58</b>   |                                                           |       |           |                          |          |      |                        |
| 006126  | Arbiter Sports, LLC                                          |                   | 9815 S. Monroe Street, Ste. 204 Sandy UT 84070-           |       |           |                          |          |      |                        |
|         | Referee Payment Dues and Fees                                | \$1,875.00        | 26-27 10-3250-810-000-30-40-00-000/4546                   |       | No        | 007011042<br>10081426    | 07/01/26 | No   | 08/14/26               |
|         | Year 1 Registration Subscription Dues & Fees - Superintenden | \$801.25          | 26-27 10-2360-810-000-00-00-00-000/3121                   |       | No        | 00701397<br>10081426     | 07/01/26 | No   | 08/14/26               |
|         | Year 1 Registration Subscription Dues & Fees - Business Offi | \$801.25          | 26-27 10-2511-810-000-00-00-00-000/4197                   |       | No        | 00701397<br>10081426     | 07/01/26 | No   | 08/14/26               |
|         | Year 1 Registration Subscription Dues & Fees-Athletic Genera | \$1,602.50        | 26-27 10-3250-810-000-30-40-00-000/4546                   |       | No        | 00701397<br>10081426     | 07/01/26 | No   | 08/14/26               |
|         | <b>006126 Vendor Total</b>                                   | <b>\$5,080.00</b> |                                                           |       |           |                          |          |      |                        |
| 004299  | Achievement House Cyber Charter School                       |                   | 222 North Keswick Avenue Glenside PA 19038-               |       |           |                          |          |      |                        |
|         | Reconciliation 25-26 Reuglar Tuition - HS- CS                | \$1,122.64        | 25-26 10-1110-562-000-30-40-00-000/00001359               |       | Yes       | RECON 25-26<br>10081426  | 07/09/26 | No   | 08/14/26               |
|         | Reoncilation 25-26 Special Ed Tuition - SpecEduc HS - CS     | \$4,243.55        | 25-26 10-1241-562-000-30-40-00-300/00001417               |       | Yes       | RECON 25-26<br>10081426  | 07/09/26 | No   | 08/14/26               |
|         | <b>004299 Vendor Total</b>                                   | <b>\$5,366.19</b> |                                                           |       |           |                          |          |      |                        |
| 006305  | Amergis<br>Amergis Healthcare Staffing, Inc.                 |                   | 12558 Collections Center Drive Chicago IL 60693-          |       |           |                          |          |      |                        |
|         | LM Nursing Services 6/15/26-6/18/26                          | \$1,488.00        | 25-26 10-2440-390-000-30-40-00-000/00001921               |       | Yes       | E19969550756<br>10081426 | 06/25/26 | No   | 08/14/26               |
|         | Nursing Services - Other Purchased Svcs                      | \$1,488.00        | 25-26 10-2440-390-000-30-40-00-000/00001921               |       | Yes       | E20053560756<br>10081426 | 07/09/26 | No   | 08/14/26               |
|         | 7/6/26-7/10/26 LM Nursing Services - Other Purchased Svcs    | \$1,240.00        | 26-27 10-2440-390-000-30-40-00-000/00001921               |       | Yes       | E20114500756<br>10081426 | 07/16/26 | No   | 08/14/26               |

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Invoice # 00005182 - WINTER SPORTS 2025

| Vendor#             | Vendor Name And Address                                                                                                                 | Year       | Account Number                              | P.O.#                                                                        | Combined? | Invoice #<br>Bat | Inv Date   | 1099 | Released |
|---------------------|-----------------------------------------------------------------------------------------------------------------------------------------|------------|---------------------------------------------|------------------------------------------------------------------------------|-----------|------------------|------------|------|----------|
|                     |                                                                                                                                         |            |                                             |                                                                              |           | Check Number     | Check Date |      |          |
| 006305 Vendor Total |                                                                                                                                         |            | \$4,216.00                                  |                                                                              |           |                  |            |      |          |
| 006341              | Benevolent Healthcare Staffing<br>American Funding Solutions, LLC and<br>7/5/26 Sub Nurse CK Nursing Services - Other<br>Purchased Svcs |            |                                             | Benevolent Healthcare Staffing LLC PO Box 160847 Altamonte Springs FL 32716- |           |                  |            |      |          |
|                     |                                                                                                                                         | \$558.11   | 26-27 10-2440-390-000-30-40-00-000/00001921 |                                                                              |           | 1484             | 07/15/26   | No   | 08/14/26 |
|                     |                                                                                                                                         |            |                                             |                                                                              | Yes       | 10081426         |            |      |          |
| 003515              | Apple Inc.<br>Apple, Inc.                                                                                                               |            |                                             | PO Box 281877 Atlanta GA 30384-1877                                          |           |                  |            |      |          |
|                     | IPAD WIFI 128GB BLU-USA + AC For School IPAD<br>MINI Supplies -                                                                         | \$388.00   | 25-26 10-1241-610-000-20-30-00-300/4077     |                                                                              |           | MC78458067       | 06/10/26   | No   | 08/14/26 |
|                     |                                                                                                                                         |            |                                             |                                                                              | Yes       | 10081426         |            |      |          |
|                     | Ipad for Autistic support classroom is ES                                                                                               | \$618.00   | 26-27 10-1110-650-000-10-10-00-110/13223    |                                                                              |           | MC88724633       | 07/24/26   | No   | 08/14/26 |
|                     |                                                                                                                                         |            | 26000371                                    |                                                                              | Yes       | 10081426         |            |      |          |
| 003515 Vendor Total |                                                                                                                                         |            | \$1,006.00                                  |                                                                              |           |                  |            |      |          |
| 006716              | BEAVER COUNTY ENRICHMENT CONSORTIUM<br>BCEC MS KELLY MCNEIL KORBA                                                                       |            |                                             | DUTCH RIDGE ELEMENTARY 2220 DUTCH RIDGE RD BEAVER PA 15009-                  |           |                  |            |      |          |
|                     | 2026-2027 Membership Dues                                                                                                               | \$250.00   | 26-27 10-1243-810-000-30-40-00-000/4126     |                                                                              |           | 2026-2027        | 07/20/26   | No   | 08/14/26 |
|                     |                                                                                                                                         |            |                                             |                                                                              | Yes       | 10081426         |            |      |          |
| 006334              | Beaver County Hall of Fame<br>BEAVER COUNTY SPORTS HALL OF FAME                                                                         |            |                                             | Jeanet Zigerell 533 Phillips Street Baden PA 15005-                          |           |                  |            |      |          |
|                     | BRONZE SPONSORSHIP                                                                                                                      | \$100.00   | 25-26 10-3250-610-000-00-00-00-000/3778     |                                                                              |           | 2026-01          | 07/01/26   | No   | 08/14/26 |
|                     |                                                                                                                                         |            | 25000673                                    |                                                                              | Yes       | 10081426         |            |      |          |
| 005610              | Blocksi                                                                                                                                 |            |                                             | 177 HUNTINGTON AVE, FLOOR 17 BOSTON MA 02115-                                |           |                  |            |      |          |
|                     | 1 YEAR ADMIN/TEACHER/DELEGATE 500-1499<br>LICENSES MANAGER EE                                                                           | \$5,356.00 | 26-27 10-2818-650-000-10-00-00-000/13112    |                                                                              |           | 2610             | 07/07/26   | No   | 08/14/26 |
|                     |                                                                                                                                         |            | 26000252                                    |                                                                              | Yes       | 10081426         |            |      |          |
|                     | 1 YEAR ADMIN/TEACHER/DELEGATE 500-1499<br>LICENSES MANAGER EE                                                                           | \$5,356.00 | 26-27 10-2818-650-000-30-00-00-000/13111    |                                                                              |           | 2610             | 07/07/26   | No   | 08/14/26 |
|                     |                                                                                                                                         |            | 26000252                                    |                                                                              | Yes       | 10081426         |            |      |          |
| 005610 Vendor Total |                                                                                                                                         |            | \$10,712.00                                 |                                                                              |           |                  |            |      |          |

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Invoice # 00005182 - WINTER SPORTS 2025

| Vendor# | Vendor Name And Address                                         | Year       | Account Number                                                           | P.O.#    | Combined? | Invoice #<br>Bat             | Inv Date | 1099 | Released<br>Check Date |
|---------|-----------------------------------------------------------------|------------|--------------------------------------------------------------------------|----------|-----------|------------------------------|----------|------|------------------------|
| 000136  | Beaver Valley Intermediate Unit<br>BVIU-Fiberwan                |            | 147 Poplar Avenue Monaca PA 15061-                                       |          |           |                              |          |      |                        |
|         | RENEWAL FASD-VMW-26/27 BROADCOM<br>VMWARE LICENSE (PER CORE)    | \$1,760.00 | 26-27 10-2250-650-000-10-00-00-000/13233                                 | 26000068 | Yes       | FRE/PO26000068<br>10081426   | 07/14/26 | Yes  | 08/14/26               |
|         | RENEWAL FASD-VMW-26/27 BROADCOM<br>VMWARE LICENSE (PER CORE)    | \$1,760.00 | 26-27 10-2250-650-000-30-00-00-000/13234                                 | 26000068 | Yes       | FRE/PO26000068<br>10081426   | 07/14/26 | Yes  | 08/14/26               |
|         | 000136 Vendor Total                                             | \$3,520.00 |                                                                          |          |           |                              |          |      |                        |
| 000115  | Beaver County Academic Games                                    |            | c/o Jonathan Sheffield Beaver Falls Middle School Beaver Falls PA 15010- |          |           |                              |          |      |                        |
|         | ACADEMIC GAMES LEAGUE DUES 26/27                                | \$200.00   | 26-27 10-1243-810-000-20-30-00-000/4125                                  | 26000099 | Yes       | 2026-2027 DUES<br>10081426   | 07/20/26 | No   | 08/14/26               |
| 006261  | The Bradley Center                                              |            | Attn: Finance 5180 Campbells Run Rd. Pittsburgh PA 15205-                |          |           |                              |          |      |                        |
|         | Apr 2026 OT AS Emotional Support - Tuition To<br>Non-public Sch | \$81.88    | 25-26 10-1230-563-000-30-00-00-300/5729                                  |          | Yes       | 106307<br>10081426           | 04/30/26 | No   | 08/14/26               |
| 001150  | Joseph J. Brunner, Inc                                          |            | 211 BRUNNER ROAD ZELIENOPLE PA 16063-                                    |          |           |                              |          |      |                        |
|         | July 2026 Refuse Removal - MS                                   | \$346.66   | 26-27 10-2620-411-000-00-30-00-000/3496                                  |          | Yes       | 276595<br>10081426           | 07/24/26 | No   | 08/14/26               |
|         | July 2026 Refuse Removal - ES                                   | \$445.67   | 26-27 10-2620-411-000-20-20-00-000/3498                                  |          | Yes       | 276595<br>10081426           | 07/24/26 | No   | 08/14/26               |
|         | July 2026 Refuse Removal -HS                                    | \$602.67   | 26-27 10-2620-411-000-30-40-00-000/3499                                  |          | Yes       | 276595<br>10081426           | 07/24/26 | No   | 08/14/26               |
|         | 001150 Vendor Total                                             | \$1,395.00 |                                                                          |          |           |                              |          |      |                        |
| 005421  | COMCAST                                                         |            | PO Box 70219 Philadelphia PA 19176-                                      |          |           |                              |          |      |                        |
|         | Tech Supplies - Secondary Allocation                            | \$156.44   | 26-27 10-1110-650-000-30-40-00-008/13224                                 |          | Yes       | AUG 2-SEP 1 2026<br>10081426 | 07/27/26 | No   | 08/14/26               |
|         | Comcast Internet - HS                                           | \$156.43   | 26-27 10-1110-650-000-30-40-00-110/13225                                 |          | Yes       | AUG 2-SEP 1 2026<br>10081426 | 07/27/26 | No   | 08/14/26               |
|         | 005421 Vendor Total                                             | \$312.87   |                                                                          |          |           |                              |          |      |                        |

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Invoice # 00005182 - WINTER SPORTS 2025

| Vendor#       | Vendor Name And Address                             | Year            | Account Number                                                | P.O.#    | Combined? | Invoice #<br>Bat                 | Inv Date | 1099 | Released<br>Check Date |
|---------------|-----------------------------------------------------|-----------------|---------------------------------------------------------------|----------|-----------|----------------------------------|----------|------|------------------------|
| <b>006370</b> | <b>Commercial Technical Services, Inc.</b>          |                 | <b>125 Technology Drive Suite 014 Canonsburg PA 15317-</b>    |          |           |                                  |          |      |                        |
|               | elevator inspection                                 | \$105.00        | 26-27 10-2620-431-000-00-00-000/3523                          | 26000016 | Yes       | 2026-3081<br>10081426            | 07/23/26 | No   | 08/14/26               |
|               | elevator inspection                                 | \$205.00        | 26-27 10-2620-431-000-00-00-000/3523                          | 26000016 | Yes       | 2026-3082<br>10081426            | 07/23/26 | No   | 08/14/26               |
|               | <b>006370 Vendor Total</b>                          | <b>\$310.00</b> |                                                               |          |           |                                  |          |      |                        |
| <b>000219</b> | <b>Carolina Biological</b>                          |                 | <b>PO Box 60232 Charlotte NC 28260-0232</b>                   |          |           |                                  |          |      |                        |
|               | SEE LIST SHARED WITH WILKINSON                      | \$463.32        | 26-27 10-1110-610-000-10-30-00-110/5725                       | 26000094 | Yes       | 53503609 RI<br>10081426          | 07/15/26 | No   | 08/14/26               |
| <b>000235</b> | <b>Century Sports Inc</b>                           |                 | <b>115 East McMurray Road McMurray PA 15317-</b>              |          |           |                                  |          |      |                        |
|               | Starting Blocks Supplies - Track/CC                 | \$539.85        | 25-26 10-3250-610-000-00-00-00-036/3784                       |          | Yes       | 88901<br>10081426                | 10/09/25 | No   | 08/14/26               |
|               | Football Jerseys Cutom Nike Vapor Red and White     | \$259.90        | 25-26 10-3250-610-000-00-00-00-032/3781                       |          | Yes       | 90519<br>10081426                | 06/04/26 | No   | 08/14/26               |
|               | <b>000235 Vendor Total</b>                          | <b>\$799.75</b> |                                                               |          |           |                                  |          |      |                        |
| <b>004253</b> | <b>Communications Consulting</b>                    |                 | <b>120 Mt. Pleasant Road Warrendale PA 15086-</b>             |          |           |                                  |          |      |                        |
|               | Repair and replacement of 3 bad drives in drobo for | \$269.88        | 26-27 10-2810-650-000-00-00-00-000/13235                      | 26000265 | Yes       | 16919<br>10081426                | 08/04/26 | No   | 08/14/26               |
|               | Repair and replacement of 3 bad drives in drobo for | \$269.88        | 26-27 10-2818-438-000-10-00-00-000/5216                       | 26000265 | Yes       | 16919<br>10081426                | 08/04/26 | No   | 08/14/26               |
|               | <b>004253 Vendor Total</b>                          | <b>\$539.76</b> |                                                               |          |           |                                  |          |      |                        |
| <b>996004</b> | <b>Crown Benefits Administration, Inc.</b>          |                 | <b>LAUREL PLACE 922 PHILADELPHIA STREET INDIANA PA 15701-</b> |          |           |                                  |          |      |                        |
|               | Aug 2026 Dues & Fees - Business Office              | \$171.45        | 26-27 10-2511-810-000-00-00-00-000/4197                       |          | Yes       | FASD-00052 AUG 2026<br>10081426  | 07/23/26 | No   | 08/14/26               |
|               | July 2026 Dues & Fees - Business Office             | \$171.45        | 26-27 10-2511-810-000-00-00-00-000/4197                       |          | Yes       | FASD-00052 JULY 2026<br>10081426 | 07/20/26 | No   | 08/14/26               |
|               | June 2026 Dues & Fees - Business Office             | \$174.15        | 25-26 10-2511-810-000-00-00-00-000/4197                       |          | Yes       | FASD-00052 JUN 2026<br>10081426  | 06/30/26 | No   | 08/14/26               |
|               | May 2026 Dues & Fees - Business Office              | \$175.50        | 25-26 10-2511-810-000-00-00-00-000/4197                       |          | Yes       | FASD-00052 MAY 2026<br>10081426  | 06/30/26 | No   | 08/14/26               |
|               | <b>996004 Vendor Total</b>                          | <b>\$692.55</b> |                                                               |          |           |                                  |          |      |                        |

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Invoice # 00005182 - WINTER SPORTS 2025

| Vendor#       | Vendor Name And Address                           | Year               | Account Number                                      | P.O.#                           | Combined? | Invoice #<br>Bat                | Inv Date | 1099 | Released<br>Check Date |
|---------------|---------------------------------------------------|--------------------|-----------------------------------------------------|---------------------------------|-----------|---------------------------------|----------|------|------------------------|
| <b>000355</b> | <b>Duquesne Light Company</b>                     |                    | <b>Payment Processing Center</b>                    | <b>PO Box 371324</b>            |           | <b>PITTSBURGH PA 15250-7324</b> |          |      |                        |
|               | Account # 0101-950-000 Electricity HS             | \$8,181.04         | 26-27 10-2620-622-000-00-40-00-000/6165             |                                 | No        | 010529362883<br>10081426        | 07/26/26 | No   | 08/14/26               |
|               | Acct # 9200-370-000 Electricity ELEM              | \$8,836.89         | 26-27 10-2620-622-000-00-10-00-000/6162             |                                 | Yes       | 920138538451<br>10081426        | 07/26/26 | No   | 08/14/26               |
|               | Acct # 9200-370-000 Electricity MS                | \$8,836.90         | 26-27 10-2620-622-000-00-30-00-000/6164             |                                 | Yes       | 920138538451<br>10081426        | 07/26/26 | No   | 08/14/26               |
|               | <b>000355 Vendor Total</b>                        | <b>\$25,854.83</b> |                                                     |                                 |           |                                 |          |      |                        |
| <b>000420</b> | <b>Flinn Scientific, Inc.</b>                     |                    | <b>PO Box 71721</b>                                 | <b>Chicago IL 60694-1721</b>    |           |                                 |          |      |                        |
|               | M0018-500G MAGNESIUM SULFATE                      | \$84.98            | 26-27 10-1110-610-000-20-30-00-110/1863<br>26000073 |                                 | Yes       | 3287160<br>10081426             | 07/13/26 | No   | 08/14/26               |
| <b>006725</b> | <b>HIGHLAND SCHOOL DISTRICT</b>                   |                    | <b>1500 PACIFIC AVE</b>                             | <b>PO BOX 288</b>               |           | <b>NATRONA PA 15065-</b>        |          |      |                        |
|               | Multi-handicapped Support - PRRI/Detention - Elem | \$2,429.81         | 25-26 10-1270-568-000-10-00-00-300/5758             |                                 | Yes       | 25-26<br>10081426               | 06/29/26 | No   | 08/14/26               |
|               | Multi-handicapped Support - PRRI/Detention - Sec  | \$2,429.80         | 25-26 10-1270-568-000-30-00-00-300/5759             |                                 | Yes       | 25-26<br>10081426               | 06/29/26 | No   | 08/14/26               |
|               | <b>006725 Vendor Total</b>                        | <b>\$4,859.61</b>  |                                                     |                                 |           |                                 |          |      |                        |
| <b>004951</b> | <b>IRON MOUNTAIN</b>                              |                    | <b>PO BOX 27128</b>                                 | <b>NEW YORK NY 10087-7128</b>   |           |                                 |          |      |                        |
|               | Shred Paper K-4                                   | \$91.58            | 26-27 10-1110-610-000-10-10-00-110/4132             |                                 | Yes       | LMGS528<br>10081426             | 07/31/26 | No   | 08/14/26               |
|               | Shred Paper MS 5/6                                | \$91.58            | 26-27 10-1110-610-000-10-30-00-110/5725             |                                 | Yes       | LMGS528<br>10081426             | 07/31/26 | No   | 08/14/26               |
|               | Shred Paper MS 7/8                                | \$91.58            | 26-27 10-1110-610-000-20-30-00-110/1863             |                                 | Yes       | LMGS528<br>10081426             | 07/31/26 | No   | 08/14/26               |
|               | Shred Paper HS                                    | \$91.60            | 26-27 10-1110-610-000-30-40-00-110/1882             |                                 | Yes       | LMGS528<br>10081426             | 07/31/26 | No   | 08/14/26               |
|               | Shred Paper- Sec Psychologist                     | \$91.58            | 26-27 10-2140-610-000-30-00-00-000/5240             |                                 | Yes       | LMGS528<br>10081426             | 07/31/26 | No   | 08/14/26               |
|               | <b>004951 Vendor Total</b>                        | <b>\$457.92</b>    |                                                     |                                 |           |                                 |          |      |                        |
| <b>006069</b> | <b>Institute for Multi Sensory Education</b>      |                    | <b>2000 Town Ctr Ste. 2000</b>                      | <b>Southfield MI 48075-1125</b> |           |                                 |          |      |                        |
|               | Institute for Multi Sensory Educat                |                    |                                                     |                                 |           |                                 |          |      |                        |
|               | red word booklet - no houses                      | \$356.80           | 26-27 10-1110-610-000-10-10-00-110/4132<br>26000145 |                                 | Yes       | 245313<br>10081426              | 07/06/26 | No   | 08/14/26               |
|               | Morphology + Reader's Theater                     | \$60.00            | 26-27 10-1110-610-000-10-10-00-110/4132<br>26000231 |                                 | Yes       | 245392<br>10081426              | 07/07/26 | No   | 08/14/26               |
|               | <b>006069 Vendor Total</b>                        | <b>\$416.80</b>    |                                                     |                                 |           |                                 |          |      |                        |

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Invoice # 00005182 - WINTER SPORTS 2025

| Vendor# | Vendor Name And Address                                      | Year        | Account Number                                  | P.O.#    | Combined? | Invoice #<br>Bat          | Inv Date<br>Check Number | 1099<br>Check Date | Released |
|---------|--------------------------------------------------------------|-------------|-------------------------------------------------|----------|-----------|---------------------------|--------------------------|--------------------|----------|
| 006724  | JAMES CASSELL                                                |             |                                                 |          |           |                           |                          |                    |          |
|         | PA Principals Association Membership Reimb                   | \$620.00    | 26-27 10-2380-810-000-10-00-00-000/3226         |          | Yes       | REIMB 7/28/26<br>10081426 | 07/28/26                 | No                 | 08/14/26 |
| 006144  | K&B Outfitters                                               |             | 514 Merchant Street Ambridge PA 15003-          |          |           |                           |                          |                    |          |
|         | Embroidered shirts Supplies - Volleyball                     | \$240.50    | 25-26 10-3250-610-000-00-00-00-000/3785         |          | Yes       | 29745<br>10081426         | 06/30/26                 | No                 | 08/14/26 |
|         | Embroidered Bulldog Athletics Logo Shirts Supplies - Track/C | \$18.50     | 25-26 10-3250-610-000-00-00-00-000/3784         |          | Yes       | 30021<br>10081426         | 06/30/26                 | No                 | 08/14/26 |
|         | Embroidered Uniforms Shirts Sponsored Athletics - Genera     | \$148.00    | 25-26 10-3250-610-000-00-00-00-000/101/5957     |          | Yes       | 30022<br>10081426         | 06/30/26                 | No                 | 08/14/26 |
|         | Embroidered Shirts School Sponsored Athletics - General Supp | \$453.25    | 25-26 10-3250-610-000-00-00-00-000/101/5957     |          | Yes       | 5957<br>10081426          | 06/30/26                 | No                 | 08/14/26 |
|         | 006144 Vendor Total                                          | \$860.25    |                                                 |          |           |                           |                          |                    |          |
| 003258  | Kem-R Lawns, Inc.                                            |             | 801 Harvey Run Road Freedom PA 15042-           |          |           |                           |                          |                    |          |
|         | lawn services                                                | \$473.39    | 26-27 10-2620-431-000-00-00-00-000/3523         | 26000033 | Yes       | 32819<br>10081426         | 07/30/26                 | No                 | 08/14/26 |
| 000592  | Lancaster Lebanon IU 13                                      |             | 1020 New Holland Avenue Lancaster PA 17601-5605 |          |           |                           |                          |                    |          |
|         | M365 AS UNIFIED SUBSCRIPTION                                 | \$8,165.90  | 26-27 10-1110-650-000-10-10-00-000/13227        | 26000253 | Yes       | EES00030171<br>10081426   | 07/21/26                 | No                 | 08/14/26 |
|         | M365 AS UNIFIED SUBSCRIPTION                                 | \$8,165.90  | 26-27 10-1110-650-000-30-40-00-000/5802         | 26000253 | Yes       | EES00030171<br>10081426   | 07/21/26                 | No                 | 08/14/26 |
|         | 000592 Vendor Total                                          | \$16,331.80 |                                                 |          |           |                           |                          |                    |          |
| 002798  | Leader Services                                              |             | PO Box O Hazleton PA 18201-                     |          |           |                           |                          |                    |          |
|         | PA Section 504 Module Annual Subsription Renewal 2026-2027   | \$481.47    | 26-27 10-1241-610-000-10-10-00-300/4074         | 26000396 | Yes       | IEP10971-IN<br>10081426   | 07/16/26                 | No                 | 08/14/26 |
|         | PA Section 504 Module Annual Subsription Renewal 2026-2027   | \$248.03    | 26-27 10-1241-610-000-10-30-00-300/4076         | 26000396 | Yes       | IEP10971-IN<br>10081426   | 07/16/26                 | No                 | 08/14/26 |
|         | PA Section 504 Module Annual Subsription Renewal 2026-2027   | \$248.03    | 26-27 10-1241-610-000-20-30-00-300/4077         | 26000396 | Yes       | IEP10971-IN<br>10081426   | 07/16/26                 | No                 | 08/14/26 |
|         | PA Section 504 Module Annual Subsription Renewal 2026-2027   | \$481.47    | 26-27 10-1241-610-000-30-40-00-300/4078         | 26000396 | Yes       | IEP10971-IN<br>10081426   | 07/16/26                 | No                 | 08/14/26 |

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Invoice # 00005182 - WINTER SPORTS 2025

| Vendor#                    | Vendor Name And Address                                      | Year       | Account Number                              | P.O.#                                                                         | Combined? | Invoice #<br>Bat             | Inv Date   | 1099 | Released |
|----------------------------|--------------------------------------------------------------|------------|---------------------------------------------|-------------------------------------------------------------------------------|-----------|------------------------------|------------|------|----------|
|                            |                                                              |            |                                             |                                                                               |           | Check Number                 | Check Date |      |          |
| <b>002798 Vendor Total</b> |                                                              |            | <b>\$1,459.00</b>                           |                                                                               |           |                              |            |      |          |
| <b>003664</b>              | <b>District 7 Athletic Directors Assoc.</b>                  |            |                                             | <b>Peters Township High School 121 Rolling Hills Drive McMurray PA 15317-</b> |           |                              |            |      |          |
|                            | <b>Mark Elphinstone</b>                                      |            |                                             |                                                                               |           |                              |            |      |          |
|                            | 2026-2027 WPIAL Dues & Fees-Athletic General                 | \$115.00   | 26-27 10-3250-810-000-30-40-00-000/4546     |                                                                               | Yes       | 26-27 WPIAL DUES<br>10081426 | 08/03/26   | No   | 08/14/26 |
| <b>001383</b>              | <b>McGuire Memorial</b>                                      |            |                                             | <b>2119 MERCER ROAD NEW BRIGHTON PA 15066-</b>                                |           |                              |            |      |          |
|                            | ESY AK School Billing Autistic Program - Tuition To Non-publ | \$2,979.00 | 25-26 10-1233-563-000-30-00-00-300/00001927 |                                                                               | Yes       | 6-7-2026 AK<br>10081426      | 07/14/26   | Yes  | 08/14/26 |
|                            | ESY AB Billing 25-26 Autistic Program - Tuition To Non-publ  | \$2,979.00 | 25-26 10-1233-563-000-10-00-00-300/00001926 |                                                                               | Yes       | 6-7-2026-AB<br>10081426      | 07/14/26   | Yes  | 08/14/26 |
| <b>001383 Vendor Total</b> |                                                              |            | <b>\$5,958.00</b>                           |                                                                               |           |                              |            |      |          |
| <b>000726</b>              | <b>National Plumbing &amp; Heating Supplies</b>              |            |                                             | <b>1010 1ST AVENUE BEAVER FALLS PA 15010-</b>                                 |           |                              |            |      |          |
|                            | PO 25000299 Maint Supplies-Plumbing Parts                    | \$173.15   | 25-26 10-2620-612-000-00-00-00-000/3536     |                                                                               | Yes       | 23680<br>10081426            | 06/03/26   | No   | 08/14/26 |
| <b>000739</b>              | <b>New Sewickley Township</b>                                |            |                                             | <b>233 Miller Rd Rochester PA 15074-</b>                                      |           |                              |            |      |          |
|                            | <b>New Sewickley Tax Office</b>                              |            |                                             |                                                                               |           |                              |            |      |          |
|                            | Toner for Tax Collector Office Supplies - Tax Collectors     | \$116.00   | 26-27 10-2330-610-000-00-00-00-000/3084     |                                                                               | No        | 831864-0<br>10081426         | 07/02/26   | No   | 08/14/26 |
| <b>000739</b>              | <b>New Sewickley Township</b>                                |            |                                             | <b>233 Miller Road Rochester PA 15074-</b>                                    |           |                              |            |      |          |
|                            | September 2026 PCCD 48581 - Security/Safety Services         | \$5,069.18 | 26-27 10-2660-350-360-00-00-60-000/00001909 |                                                                               | No        | SEPTEMBER 2026<br>10081426   | 07/21/26   | No   | 08/14/26 |
| <b>000739</b>              | <b>New Sewickley Township</b>                                |            |                                             | <b>Police Department 233 Miller Road Rochester PA 15074-</b>                  |           |                              |            |      |          |
|                            | Aug 2026 Prof. Security Services -District-Security          | \$4,418.32 | 26-27 10-2660-350-000-00-00-00-000/4942     |                                                                               | No        | AUG 2026<br>10081426         | 07/21/26   | No   | 08/14/26 |
|                            | August 2026 PCCD 48581 - Security/Safety Services            | \$5,069.18 | 26-27 10-2660-350-360-00-00-60-000/00001909 |                                                                               | No        | AUGUST 2026<br>10081426      | 07/21/26   | No   | 08/14/26 |
|                            | September 2026 Prof. Security Services -District-Security    | \$4,418.32 | 26-27 10-2660-350-000-00-00-00-000/4942     |                                                                               | No        | SEP 2026<br>10081426         | 07/21/26   | No   | 08/14/26 |
| <b>000739 Vendor Total</b> |                                                              |            | <b>\$13,905.82</b>                          |                                                                               |           |                              |            |      |          |

| Vendor# | Vendor Name And Address                                     | Year       | Account Number                                      | P.O.# | Combined? | Invoice #<br>Bat           | Inv Date     | 1099       | Released |
|---------|-------------------------------------------------------------|------------|-----------------------------------------------------|-------|-----------|----------------------------|--------------|------------|----------|
|         |                                                             |            |                                                     |       |           |                            | Check Number | Check Date |          |
| 006391  | OFT, MARISSA                                                |            |                                                     |       |           |                            |              |            |          |
|         | Heritage Valley Beaver Mileage -Waste Medication            | \$8.41     | 25-26 10-1110-580-000-10-10-00-000/1839             |       | Yes       | MILEAGE 6/5/26<br>10081426 | 06/05/26     | No         | 08/14/26 |
| 001253  | Office Depot<br>Office Depot                                |            | PO Box 633211 Cincinnati OH 45263-3211              |       |           |                            |              |            |          |
|         | Supplies - MS 7/8 - Instructional PO 26000078               | \$4.39     | 26-27 10-1110-610-000-20-30-00-110/1863             |       | Yes       | 474987389001<br>10081426   | 07/13/26     | No         | 08/14/26 |
|         | ITEMS NEEDED FOR CLASSROOM PER ELLEN EGLEY-LIST SHARED WITH | \$609.63   | 26-27 10-1110-610-000-20-30-00-110/1863<br>26000085 |       | Yes       | 474993268001<br>10081426   | 07/13/26     | No         | 08/14/26 |
|         | ITEMS FOR 6TH GRADE CLASSROOM-LIST SHARED WITH WILKINSON    | \$690.02   | 26-27 10-1110-610-000-10-30-00-110/5725<br>26000093 |       | Yes       | 475025685001<br>10081426   | 07/13/26     | No         | 08/14/26 |
|         | ITEMS FOR 6TH GRADE CLASSROOM-LIST SHARED WITH WILKINSON    | \$8.52     | 26-27 10-1110-610-000-10-30-00-110/5725<br>26000093 |       | Yes       | 475025685002<br>10081426   | 07/16/26     | No         | 08/14/26 |
|         | ITEMS FOR 6TH GRADE CLASSROOM-LIST SHARED WITH WILKINSON    | \$141.96   | 26-27 10-1110-610-000-10-30-00-110/5725<br>26000093 |       | Yes       | 475030531001<br>10081426   | 07/14/26     | No         | 08/14/26 |
|         | ITEMS FOR 6TH GRADE CLASSROOM-LIST SHARED WITH WILKINSON    | \$501.28   | 26-27 10-1110-610-000-10-30-00-110/5725<br>26000093 |       | Yes       | 475030532001<br>10081426   | 07/14/26     | No         | 08/14/26 |
|         | ITEMS FOR 6TH GRADE CLASSROOM-LIST SHARED WITH WILKINSON    | \$102.99   | 26-27 10-1110-610-000-10-30-00-110/5725<br>26000093 |       | Yes       | 475030534001<br>10081426   | 07/15/26     | No         | 08/14/26 |
|         | ITEMS NEEDED FOR CLASSROOM-LIST SHARED WITH WILKINSON       | \$565.00   | 26-27 10-1110-610-000-20-30-00-110/1863<br>26000107 |       | Yes       | 475045124001<br>10081426   | 07/13/26     | No         | 08/14/26 |
|         | ITEMS NEEDED FOR CLASSROOM-LIST SHARED WITH WILKINSON       | \$24.74    | 26-27 10-1110-610-000-20-30-00-110/1863<br>26000107 |       | Yes       | 475045124002<br>10081426   | 07/15/26     | No         | 08/14/26 |
|         | ITEM # 6566795 26/27 ACADEMIC DESK CALENDAR 22 X 17         | \$16.49    | 26-27 10-1110-610-000-20-30-00-110/1863<br>26000078 |       | Yes       | 477986901001<br>10081426   | 07/14/26     | No         | 08/14/26 |
|         | 001253 Vendor Total                                         | \$2,665.02 |                                                     |       |           |                            |              |            |          |

| Vendor#       | Vendor Name And Address                                       | Year Account Number                                                | P.O.#                                               | Combined? | Invoice #<br>Bat                | Inv Date     | 1099       | Released |
|---------------|---------------------------------------------------------------|--------------------------------------------------------------------|-----------------------------------------------------|-----------|---------------------------------|--------------|------------|----------|
|               |                                                               |                                                                    |                                                     |           |                                 | Check Number | Check Date |          |
| <b>002692</b> | <b>PA Distance Learning Charter School</b>                    | <b>222 N. Kensington Ave. Glenside PA 19038-</b>                   |                                                     |           |                                 |              |            |          |
|               | 25-26 Reconciliation Special Ed Tuition - SpecEduc ES/MS - CS | \$2,554.62                                                         | 25-26 10-1241-562-000-10-30-00-300/00000913         | Yes       | RECON 25-26<br>10081426         | 07/07/26     | No         | 08/14/26 |
| <b>000755</b> | <b>PA Assoc Of School Business Officials</b>                  | <b>2608 Market Place Harrisburg PA 17110-</b>                      |                                                     |           |                                 |              |            |          |
|               | MB 6/16/26-06/30/26 Interim Business Admin Svcs               | \$8,656.88                                                         | 26-27 10-2511-330-000-00-00-00-000/3353             | Yes       | 591874<br>10081426              | 07/17/26     | No         | 08/14/26 |
| <b>001994</b> | <b>PIAA</b>                                                   | <b>550 Gettysburg Road PO Box 2008 Mechanicsburg PA 17055-0708</b> |                                                     |           |                                 |              |            |          |
|               | 2026-2027 PIAA Dues & Fees-Athletic General                   | \$250.00                                                           | 26-27 10-3250-810-000-30-40-00-000/4546             | Yes       | INV005492<br>10081426           | 07/15/26     | No         | 08/14/26 |
| <b>000830</b> | <b>PMEA</b>                                                   | <b>56 South Third St Hamburg PA 19526-</b>                         |                                                     |           |                                 |              |            |          |
|               | 2026-2027 PMEA MEMBERSHIP DUES                                | \$150.00                                                           | 26-27 10-1110-810-000-20-30-00-121/4123<br>26000138 | Yes       | 2026-2027 RENEWAL<br>10081426   | 07/01/26     | No         | 08/14/26 |
| <b>006328</b> | <b>Provident Charter School West</b>                          | <b>200 Quigley Drive Baden PA 15005-</b>                           |                                                     |           |                                 |              |            |          |
|               | 25-26 Reconciliation Regular Tuition - Elem - CS B&M          | \$3,710.92                                                         | 25-26 10-1110-562-001-10-10-00-000/00001891         | Yes       | RECON 25-26<br>10081426         | 06/29/26     | No         | 08/14/26 |
|               | 25-26 Reconciliation Special Ed Tuition - SpecEduc ES/MS - CS | \$3,300.93                                                         | 25-26 10-1241-562-000-10-30-00-300/00000913         | Yes       | RECON 25-26<br>10081426         | 06/29/26     | No         | 08/14/26 |
|               | 25-26 Reconciliation 25-26 Tuition - SpecEduc ES - CS B&M     | \$6,601.87                                                         | 25-26 10-1241-562-001-10-10-00-300/00001895         | Yes       | RECON 25-26<br>10081426         | 06/29/26     | No         | 08/14/26 |
|               | <b>006328 Vendor Total</b>                                    | <b>\$13,613.72</b>                                                 |                                                     |           |                                 |              |            |          |
| <b>004714</b> | <b>PA School Press Association</b>                            | <b>PO Box 385 Manchester PA 17345-</b>                             |                                                     |           |                                 |              |            |          |
|               | <b>PSPA</b>                                                   |                                                                    |                                                     |           |                                 |              |            |          |
|               | 2026 YEARBOOK CRITIQUE                                        | \$60.00                                                            | 26-27 10-1243-810-000-20-30-00-000/4125<br>26000101 | Yes       | 2026 YR BK CRITIQUE<br>10081426 | 05/27/26     | No         | 08/14/26 |
| <b>000041</b> | <b>Riddell All American Sports Corporation</b>                | <b>PO Box 676256 Dallas TX 75267-6256</b>                          |                                                     |           |                                 |              |            |          |
|               | <b>RIDDELL ALL AMERICAN SPORTS</b>                            |                                                                    |                                                     |           |                                 |              |            |          |
|               | Football Helmets                                              | \$7,917.45                                                         | 26-27 10-3250-610-000-00-00-00-032/3781             | Yes       | 60566128<br>10081426            | 07/01/26     | No         | 08/14/26 |
|               | Football Helmets-Painting                                     | \$6,860.55                                                         | 26-27 10-3250-610-000-00-00-00-032/3781             | Yes       | 952474806<br>10081426           | 07/01/26     | No         | 08/14/26 |
|               | <b>000041 Vendor Total</b>                                    | <b>\$14,578.00</b>                                                 |                                                     |           |                                 |              |            |          |

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**Invoices Payable 2026-2027**  
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Invoice # 00005182 - WINTER SPORTS 2025

| Vendor# | Vendor Name And Address                                                                                | Year       | Account Number                                          | P.O.#    | Combined? | Invoice #<br>Bat           | Inv Date | 1099 | Released<br>Check Date |
|---------|--------------------------------------------------------------------------------------------------------|------------|---------------------------------------------------------|----------|-----------|----------------------------|----------|------|------------------------|
| 001376  | Really Good Stuff, Inc.<br>COMMON CORE RESOURCE FOLDERS 4TH<br>GRADE 12 PACK                           | \$367.88   | 26-27 10-1110-610-000-10-10-00-110/4132                 | 26000159 | Yes       | 9248573<br>10081426        | 07/09/26 | No   | 08/14/26               |
|         |                                                                                                        |            | PO Box 734329 Chicago IL 60673-4329                     |          |           |                            |          |      |                        |
| 006275  | SmartPass, Inc.<br>YEARLY SUBSCRIPTION FOR THE HALL PASS<br>SERVICE                                    | \$1,571.90 | 26-27 10-1110-610-000-30-40-00-110/1882                 | 26000340 | Yes       | INV271111<br>10081426      | 07/01/26 | No   | 08/14/26               |
|         |                                                                                                        |            | Dept 434 PO Box 4458 Houston TX 77210-4458              |          |           |                            |          |      |                        |
| 006354  | Stellar Teacher<br>The Stellar Literacy Collective Annual Access                                       | \$1,468.80 | 26-27 10-1110-610-000-10-10-00-110/4132                 | 26000152 | Yes       | SP 2026-19<br>10081426     | 07/14/26 | No   | 08/14/26               |
|         |                                                                                                        |            | 8606 Wimbledon Dr. Knoxville NE 37923-                  |          |           |                            |          |      |                        |
| 000445  | Scholastic Inc.<br>Scholastic, Inc.<br>Hi-Lo Nonfiction Passages for struggling readers:<br>grades 4-5 | \$23.99    | 26-27 10-1110-610-000-10-10-00-110/4132                 | 26000232 | Yes       | 87834033<br>10081426       | 07/13/26 | No   | 08/14/26               |
|         |                                                                                                        |            | PO Box 639850 Cincinnati OH 45263-9852                  |          |           |                            |          |      |                        |
| 000954  | Sherwin Williams<br>paint and supplies                                                                 | \$571.86   | 26-27 10-2620-612-000-00-00-00-000/3536                 | 26000048 | Yes       | 86215109090726<br>10081426 | 07/11/26 | No   | 08/14/26               |
|         |                                                                                                        |            | 800 1ST AVENUE CONWAY PA 15027-                         |          |           |                            |          |      |                        |
| 004791  | Southwest Conference Athletic Directors<br>2026-2027 Dues & Fees-Athletic General                      | \$100.00   | 26-27 10-3250-810-000-30-40-00-000/4546                 |          | Yes       | 26-27 DUES<br>10081426     | 08/03/26 | No   | 08/14/26               |
|         |                                                                                                        |            | c/o Bill Sacco Cornell High School Coraopolis PA 15108- |          |           |                            |          |      |                        |
| 006347  | Talktime Speech Therapy LLC<br>June 2026 Contracted Speech Services - Elem                             | \$344.70   | 25-26 10-1225-330-000-10-00-00-300/5745                 |          | Yes       | JUNE 2026<br>10081426      | 06/30/26 | No   | 08/14/26               |
|         |                                                                                                        |            | 2620 Constitution Blvd. Beaver Falls PA 15010-          |          |           |                            |          |      |                        |
| 006377  | Trend Services, Inc<br>JA AP/Business Services July 2026                                               | \$3,080.00 | 26-27 10-2511-330-000-00-00-00-000/3353                 |          | Yes       | JULY 2026<br>10081426      | 07/31/26 | No   | 08/14/26               |
|         |                                                                                                        |            | 902 Western Ave Beaver PA 15009-                        |          |           |                            |          |      |                        |

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Invoice # 00005182 - WINTER SPORTS 2025

| Vendor# | Vendor Name And Address                                         | Year         | Account Number                                      | P.O.#                  | Combined? | Invoice #<br>Bat                 | Inv Date | 1099 | Released<br>Check Date |
|---------|-----------------------------------------------------------------|--------------|-----------------------------------------------------|------------------------|-----------|----------------------------------|----------|------|------------------------|
| 002901  | The Bank of New York<br>The Bank of New York Mellon             |              | Debt Service Billing-Direct Pays                    | PO Box 392005          |           | Pittsburgh PA 15251-9005         |          |      |                        |
|         | Interest Loan Number FREEASD17 Debt Service -<br>Interest - 201 | \$122,655.00 | 26-27 10-5110-832-017-00-00-00-000/5830             |                        | Yes       | INTEREST JULY 6 2026<br>10081426 | 07/06/26 | No   | 08/14/26               |
| 003379  | Trane                                                           |              | PO Box 406469                                       | Atlanta GA 30384-6469  |           |                                  |          |      |                        |
|         | Freight for this invoice-Contracted Services - District<br>- Ph | \$28.00      | 25-26 10-2620-431-000-00-00-00-000/3523             |                        | Yes       | 21022663 A<br>10081426           | 02/05/26 | No   | 08/14/26               |
| 001853  | Tucker - Arensberg Attorneys                                    |              | 1500 1 PPG Place                                    | Pittsburgh PA 15222-   |           |                                  |          |      |                        |
|         | June 2026 Retainer - Solicitor                                  | \$400.00     | 25-26 10-2350-330-000-00-00-00-000/3085             |                        | Yes       | 717167<br>10081426               | 06/30/26 | Yes  | 08/14/26               |
|         | June 2026 Legal Services - Contracted                           | \$676.00     | 25-26 10-2350-330-000-00-00-00-001/3086             |                        | Yes       | 717167<br>10081426               | 06/30/26 | Yes  | 08/14/26               |
|         | June 2026 Spec Ed Matters Legal Services - Other<br>Professiona | \$2,327.00   | 25-26 10-2350-330-000-00-00-00-300/5420             |                        | Yes       | 717167<br>10081426               | 06/30/26 | Yes  | 08/14/26               |
|         | 001853 Vendor Total                                             | \$3,403.00   |                                                     |                        |           |                                  |          |      |                        |
| 001078  | Varsity Spirit Fashions<br>Varsity Spirit Fashions & Supplies   |              | Attnetion: Accounts Receivable                      | PO Box 842805          |           | Dallas TX 75284-2805             |          |      |                        |
|         | Cheer Uniforms                                                  | \$5,069.50   | 25-26 10-3250-610-000-00-00-00-047/3792             |                        | Yes       | 93502083<br>10081426             | 06/05/26 | No   | 08/14/26               |
| 003026  | Vasco Sports Contractors                                        |              | 4270 Sterlite St. SE                                | Massillon OH 44646-    |           |                                  |          |      |                        |
|         | Stadium turf - preventive maintenance                           | \$2,000.00   | 26-27 10-2620-431-000-00-00-00-000/3523<br>26000245 |                        | Yes       | STADIUM TURFF 26-27<br>10081426  | 07/01/26 | No   | 08/14/26               |
| 000548  | Izzo Embroidery & Screen Print<br>Venezie Sporting Goods, LLC   |              | 512 Lawrence Avenue                                 | Ellwood City PA 16117- |           |                                  |          |      |                        |
|         | Remaining Balance- Golf Shirts                                  | \$585.00     | 25-26 10-3250-610-000-00-00-00-033/3782             |                        | Yes       | REMAIN BALANCE 36692<br>10081426 | 06/22/26 | No   | 08/14/26               |
| 004428  | West Music Company                                              |              | PO Box 5521                                         | Coralville PA 52241-   |           |                                  |          |      |                        |
|         | Angel 101 Soprano Recorder 100pk                                | \$312.50     | 26-27 10-1110-610-000-10-10-00-110/4132<br>26000143 |                        | Yes       | SI2654524<br>10081426            | 07/10/26 | No   | 08/14/26               |

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| Vendor# | Vendor Name And Address                    | Year         | Account Number                           | P.O.#                    | Combined?            | Invoice #<br>Bat      | Inv Date | 1099         | Released<br>Check Date |
|---------|--------------------------------------------|--------------|------------------------------------------|--------------------------|----------------------|-----------------------|----------|--------------|------------------------|
| 004245  | The Western PA School for Blind Children   |              | Attn: Chris Weingartner                  | 201 N. Bellefield Avenue | Pittsburgh PA 15213- |                       |          |              |                        |
|         | June 2026 Related Services Fees - MS - 7/8 | \$552.50     | 25-26 10-1260-390-000-30-30-00-000/13260 |                          | Yes                  | JUNE 2026<br>10081426 | 06/30/26 | Yes          | 08/14/26               |
|         | May 2026 Related Services Fees - MS - 7/8  | \$1,950.00   | 25-26 10-1260-390-000-30-30-00-000/13260 |                          | Yes                  | MAY 2026<br>10081426  | 05/31/26 | Yes          | 08/14/26               |
|         | 004245 Vendor Total                        | \$2,502.50   |                                          |                          |                      |                       |          |              |                        |
| 006317  | Yeck's Precision Painting LLC              |              | 162 Lynn Dr.                             | Freedom PA 15042-        |                      |                       |          |              |                        |
|         | Painting HS                                | \$2,740.00   | 26-27 10-2620-432-000-00-00-00-000/3515  |                          | Yes                  | 2026.3<br>10081426    | 08/04/26 | No           | 08/14/26               |
|         | Report Total                               | \$442,827.47 |                                          |                          | 25-26                | \$189,459.96          | 26-27    | \$253,367.51 |                        |

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| Vendor# | Vendor Name And Address                                         | Year       | Account Number                           | P.O.#    | Combined? | Invoice #<br>Bat           | Inv Date<br>Check Number | 1099<br>Check Date | Released |
|---------|-----------------------------------------------------------------|------------|------------------------------------------|----------|-----------|----------------------------|--------------------------|--------------------|----------|
| 002313  | Amazon                                                          |            |                                          |          |           |                            |                          |                    |          |
|         | ITEMS NEEDED FOR CLASSROOM-LIST<br>SHARED WITH WILKINSON        | \$479.40   | 26-27 10-1110-610-000-10-30-00-110/5725  | 26000108 | Yes       | 11CJ-Y61P-4DKT<br>10081026 | 07/03/26                 | No                 | 08/10/26 |
|         | ITEMS NEEDED FOR CLASSROOM-LIST<br>SHARED WITH WILKINSON        | \$479.41   | 26-27 10-1110-610-000-20-30-00-110/1863  | 26000108 | Yes       | 11CJ-Y61P-4DKT<br>10081026 | 07/03/26                 | No                 | 08/10/26 |
|         | MISC ITEMS FOR 5TH GRADE TEACHERS (AND<br>TINA BOYD)-LIST       | \$1,456.34 | 26-27 10-1110-610-000-10-30-00-110/5725  | 26000075 | Yes       | 11CJ-Y61P-4T47<br>10081026 | 07/03/26                 | No                 | 08/10/26 |
|         | ITEMS NEEDED FOR CLASSROOM-LIST<br>SHARED WITH WILKINSON        | \$759.50   | 26-27 10-1110-610-000-10-30-00-110/5725  | 26000114 | Yes       | 13D1-MN9Q-6HML<br>10081026 | 07/03/26                 | No                 | 08/10/26 |
|         | Supplies - HS - Guidance                                        | \$473.71   | 26-27 10-2120-610-000-30-40-00-000/2687  |          | Yes       | 16MG-C6VD-3TLP<br>10081026 | 07/30/26                 | No                 | 08/10/26 |
|         | PO 25000663 Texas Instrument Calculators                        | \$4,880.88 | 25-26 10-1110-610-000-30-40-00-110/1882  |          | Yes       | 173R-4HJ4-WHCQ<br>10081026 | 06/26/26                 | No                 | 08/10/26 |
|         | Repairs/Main. Technology - K-4                                  | \$209.90   | 26-27 10-1110-438-000-10-10-00-110/13226 |          | Yes       | 17CH-R4CC-69RL<br>10081026 | 07/03/26                 | No                 | 08/10/26 |
|         | ITEMS NEEDED FOR CLASSROOM-LIST<br>SHARED WITH SUSAN WILKINSON  | \$588.09   | 26-27 10-1110-610-000-10-30-00-110/5725  | 26000083 | Yes       | 19NT-1M63-4RH4<br>10081026 | 07/03/26                 | No                 | 08/10/26 |
|         | Supplies - Business Office                                      | \$182.26   | 26-27 10-2511-610-000-00-00-00-000/4173  |          | Yes       | 1FRC-KHXH-363V<br>10081026 | 07/03/26                 | No                 | 08/10/26 |
|         | ITEMS NEEDED FOR CLASSROOM LIST<br>CHARED WITH WILKINSON        | \$197.35   | 26-27 10-1110-610-000-20-30-00-110/1863  | 26000214 | Yes       | 1FXF-43P7-3RNM<br>10081026 | 07/03/26                 | No                 | 08/10/26 |
|         | PO 25000274 Maintenance Supplies - District -<br>Physical Plant | \$783.20   | 25-26 10-2620-612-000-00-00-00-000/3536  |          | Yes       | 1GDT-VN9X-77K3<br>10081026 | 06/26/26                 | No                 | 08/10/26 |
|         | ITEMS FOR OLIVIA EVANS-LIST SHARED WITH<br>SUSAN WILKINSON      | \$110.53   | 26-27 10-1110-610-000-10-30-00-110/5725  | 26000072 | Yes       | 1HR7-VRVN-429N<br>10081026 | 07/03/26                 | No                 | 08/10/26 |
|         | ITEMS NEEDED FOR CLASSROOM-LIST<br>SHARED WITH WILKINSON        | \$16.68    | 26-27 10-1110-610-000-10-30-00-110/5725  | 26000220 | Yes       | 1HR7-VRVN-4NCT<br>10081026 | 07/03/26                 | No                 | 08/10/26 |
|         | ITEMS NEEDED FOR CLASSROOM-LIST<br>SHARED WITH WILKINSON        | \$16.68    | 26-27 10-1110-610-000-20-30-00-110/1863  | 26000220 | Yes       | 1HR7-VRVN-4NCT<br>10081026 | 07/03/26                 | No                 | 08/10/26 |
|         | Newspaper - HS                                                  | \$2,057.80 | 26-27 81-0420-000-000-30-40-00-750/29750 |          | Yes       | 1HR7-VRVN-61MN<br>10081026 | 07/03/26                 | No                 | 08/10/26 |

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| Vendor# | Vendor Name And Address                                         | Year       | Account Number                           | P.O.#    | Combined? | Invoice #<br>Bat           | Check Number | Inv Date | 1099 | Released<br>Check Date |
|---------|-----------------------------------------------------------------|------------|------------------------------------------|----------|-----------|----------------------------|--------------|----------|------|------------------------|
|         | ITEMS NEEDED FOR CLASSROOM-LIST<br>SHARED WITH WILKINSON        | \$516.74   | 26-27 10-1110-610-000-10-30-00-110/5725  | 26000126 | Yes       | 1JQQ-6KLV-4K7P<br>10081026 |              | 07/03/26 | No   | 08/10/26               |
|         | ITEMS NEEDED FOR CLASSROOM-LIST<br>SHARED WITH WILKINSON        | \$441.80   | 26-27 10-1110-610-000-20-30-00-110/1863  | 26000095 | Yes       | 1K4D-XF4L-MYW7<br>10081026 |              | 07/03/26 | No   | 08/10/26               |
|         | ITEMS NEEDED FOR CLASSROOM-LIST<br>SHARED WITH WILKINSON        | \$372.37   | 26-27 10-1110-610-000-10-30-00-110/5725  | 26000129 | Yes       | 1K4D-XF4L-NCND<br>10081026 |              | 07/03/26 | No   | 08/10/26               |
|         | ITEMS NEEDED FOR CLASSROOM-LIST<br>SHARED WITH WILKINSON        | \$372.38   | 26-27 10-1110-610-000-20-30-00-110/1863  | 26000129 | Yes       | 1K4D-XF4L-NCND<br>10081026 |              | 07/03/26 | No   | 08/10/26               |
|         | ITEMS FOR CLASSROOM-LIST SHARED WITH<br>WILKINSON               | \$168.38   | 26-27 10-1110-610-000-20-30-00-110/1863  | 26000110 | Yes       | 1KQV-FKK-3R6Y<br>10081026  |              | 07/03/26 | No   | 08/10/26               |
|         | Supplies - HS - Instructional                                   | \$5,125.74 | 26-27 10-1110-610-000-30-40-00-110/1882  |          | Yes       | 1KQV-FYKK-3KCY<br>10081026 |              | 07/30/26 | No   | 08/10/26               |
|         | Supplies - HS-Principal                                         | \$119.79   | 26-27 10-2380-610-000-30-40-00-000/3222  |          | Yes       | 1M9Y-JX1X-NP9X<br>10081026 |              | 07/30/26 | No   | 08/10/26               |
|         | MISC ITEMS FOR MATHEW BRANDT-LIST<br>SHARED WITH SUSAN          | \$239.45   | 26-27 10-1110-610-000-20-30-00-110/1863  | 26000074 | Yes       | 1M9Y-JX1X-NRYD<br>10081026 |              | 07/30/26 | No   | 08/10/26               |
|         | ITEMS NEEDED FOR 5TH GRADE<br>CLASSROOMS-LIST SHARED WITH SUSAN | \$758.75   | 26-27 10-1110-610-000-10-30-00-110/5725  | 26000084 | Yes       | 1MG7-LKYK-MYWJ<br>10081026 |              | 07/03/26 | No   | 08/10/26               |
|         | ITEMS NEEDED FOR CLASSROOM-LIST<br>SHARED WITH WILKINSON        | \$290.98   | 26-27 10-1110-610-000-10-30-00-110/5725  | 26000086 | Yes       | 1NY4-CG3G-MTJ4<br>10081026 |              | 07/03/26 | No   | 08/10/26               |
|         | Supplies - District - Physical Plant                            | \$45.00    | 25-26 10-2620-612-000-00-00-00-000/3536  |          | Yes       | 1QYP-HVPW-69GL<br>10081026 |              | 07/03/26 | No   | 08/10/26               |
|         | ITEMS NEEDED FOR CLASSROOM-LIST<br>SHARED WITH WILKINSON        | \$226.84   | 26-27 10-1110-610-000-20-30-00-110/1863  | 26000104 | Yes       | 1TKM-NLNK-3YYY<br>10081026 |              | 07/03/26 | No   | 08/10/26               |
|         | Supplies - HS-Graduation                                        | \$197.95   | 26-27 10-2380-610-000-30-40-36-000/3223  |          | Yes       | 1TKM-NLNK-4V9L<br>10081026 |              | 07/03/26 | No   | 08/10/26               |
|         | IPAD CASE FOR OFFSITE STUDENT MF                                | \$49.20    | 25-26 10-1110-438-000-10-10-00-110/13226 | 25000681 | Yes       | 1V4F-L6RP-CQ4V<br>10081026 |              | 06/26/26 | No   | 08/10/26               |
|         | Card games and activities for Rec Time                          | \$331.38   | 25-26 10-1110-610-000-20-30-00-110/1863  | 25000678 | Yes       | 1WCM-FXFP-76HV<br>10081026 |              | 06/26/26 | No   | 08/10/26               |
|         | BOOKS NEEDED FOR CLASSROOM<br>INSTRUCTION-LIST SHARED WITH      | \$154.37   | 26-27 10-1110-640-000-10-30-00-110/5727  | 26000213 | Yes       | 1XR4-X171-1YRR<br>10081026 |              | 07/03/26 | No   | 08/10/26               |

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|         |                                                          |                    |                                         |          |              | Check Number               | Check Date   |                    |          |
|         | ITEMS NEEDED FOR CLASSROOM-LIST<br>SHARED WITH WILKINSON | \$106.32           | 26-27 10-1110-610-000-10-30-00-110/5725 | 26000106 | Yes          | 1XR4-X171-34QN<br>10081026 | 07/30/26     | No                 | 08/10/26 |
|         | ITEMS NEEDED FOR CLASSROOM-LIST<br>SHARED WITH WILKINSON | \$106.32           | 26-27 10-1110-610-000-20-30-00-110/1863 | 26000106 | Yes          | 1XR4-X171-34QN<br>10081026 | 07/30/26     | No                 | 08/10/26 |
|         | <b>002313 Vendor Total</b>                               | <b>\$22,315.49</b> |                                         |          |              |                            |              |                    |          |
|         | <b>Report Total</b>                                      | <b>\$22,315.49</b> |                                         |          | <b>25-26</b> | <b>\$6,089.66</b>          | <b>26-27</b> | <b>\$16,225.83</b> |          |

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**Check # 00000001 - 99999999**

| Check                                                                             | Date     | Vendor Name      | Account Number               | Description         | Bat      | PO Number | Check Amount       |
|-----------------------------------------------------------------------------------|----------|------------------|------------------------------|---------------------|----------|-----------|--------------------|
| <b>Bank Account: 39-0101-000-200-00-00-000 FNB - Capital Fund Checking - 0265</b> |          |                  |                              |                     |          |           |                    |
| 00000237                                                                          | 07/29/26 | PITTSBURGH STAGE | 39-4600-450-000-00-00-00-008 | Auditorium Lighting | 39063026 | 25000634  | \$36,871.50        |
|                                                                                   |          |                  | 39-4600-450-350-00-00-00-008 | Auditorium Lighting | 39063026 | 25000634  | \$36,871.50        |
| <b>Check Total</b>                                                                |          |                  |                              |                     |          |           | <b>\$73,743.00</b> |
| <b>Bank Total</b>                                                                 |          |                  |                              |                     |          |           | <b>\$73,743.00</b> |
| <b>Report Total</b>                                                               |          |                  |                              |                     |          |           | <b>\$73,743.00</b> |

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|---------|-------------------------|-------------|---------------------------------------------|----------|-----------|-------------|----------|--------------|----------|------|----------|------------|
| 006536  | PITTSBURGH STAGE        |             | 2 SOUTH AVE SEWICKLEY PA 15143-             |          |           |             |          |              |          |      |          |            |
|         | Auditorium Lighting     | \$38,612.00 | 25-26 39-4600-450-000-00-00-00-008/00001903 | 25000634 | Yes       | APP 5       | 39081426 |              | 08/04/26 | No   | 08/14/26 |            |
|         | Auditorium Lighting     | \$38,612.00 | 25-26 39-4600-450-350-00-00-00-008/00001904 | 25000634 | Yes       | APP 5       | 39081426 |              | 08/04/26 | No   | 08/14/26 |            |
|         | 006536 Vendor Total     | \$77,224.00 |                                             |          |           |             |          |              |          |      |          |            |
|         | Report Total            | \$77,224.00 |                                             |          | 25-26     | \$77,224.00 |          |              |          |      |          |            |

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| Check                                                                                 | Date     | Vendor Name     | Account Number               | Description                                                  | Bat      | PO Number | Check Amount      |
|---------------------------------------------------------------------------------------|----------|-----------------|------------------------------|--------------------------------------------------------------|----------|-----------|-------------------|
| <b>Bank Account: 81-0101-000-200-00-00-00-000 FNB - Student Activity Checking - 0</b> |          |                 |                              |                                                              |          |           |                   |
| 00015559                                                                              | 07/21/26 | Explorica, Inc. | 81-0420-000-000-30-40-00-920 | Use Funds from thats a Wrap Fund to deposit into Student Acc | 81072126 |           | \$1,740.00        |
| 00015560                                                                              | 07/21/26 | THATS A WRAP    | 81-0420-000-000-30-40-00-920 | Pepperoni Rolls Fundraiser for Explorica Accounts            | 81072126 |           | \$1,508.00        |
| <b>Report Total</b>                                                                   |          |                 |                              |                                                              |          |           | <b>\$3,248.00</b> |

Time:13:53:21

**Freedom Area School District  
Invoices Payable 2026-2027  
Vendor # \* - t10294**

Page: 1  
BAR046a

Release Dates 01/06/03 - 12/21/26

**Invoice # 00005182 - WINTER SPORTS 2025**

| Vendor# | Vendor Name And Address                                      | Year                             | Account Number                           | Invoice #         | Inv Date         | 1099       | Released |
|---------|--------------------------------------------------------------|----------------------------------|------------------------------------------|-------------------|------------------|------------|----------|
|         |                                                              | P.O.#                            | Combined?                                | Bat               | Check Number     | Check Date |          |
| 006246  | Explorica, Inc.                                              | 218 West Water Street, Suite 400 | Charlottesville VA 22902-                |                   |                  |            |          |
|         | Profits from the Applebees deposits for Explorica Student Ac | \$175.99                         | 26-27 81-0420-000-000-30-40-00-920/29920 | APPLEBEES DEPOSIT | 07/30/26         | No         | 08/14/26 |
|         |                                                              |                                  | No                                       | 81081426          |                  |            |          |
|         | Red Robin Deposit to Pay Explorica Student Accounts          | \$71.73                          | 26-27 81-0420-000-000-30-40-00-920/29920 | RED ROBIN DEPOSIT | 7/30/26 07/30/26 | No         | 08/14/26 |
|         |                                                              |                                  | No                                       | 81081426          |                  |            |          |
|         | 006246 Vendor Total                                          | \$247.72                         |                                          |                   |                  |            |          |
|         | Report Total                                                 | \$247.72                         | 26-27                                    | \$247.72          |                  |            |          |

# **FREEDOM AREA**



# **HIGH SCHOOL**

**2026-2027**

**PARENT/STUDENT HANDBOOK**

# **FREEDOM HIGH SCHOOL**

## **STUDENT-PARENT HANDBOOK**

### **FREEDOM AREA SCHOOL DISTRICT TELEPHONE NUMBERS**

| <u>Building</u>             | <u>Phone Number</u>          | <u>Fax Number</u> |
|-----------------------------|------------------------------|-------------------|
| Freedom Area<br>High School | 724-775-7400                 | 724-775-7753      |
| District Office             | 724-775-7644<br>724-775-5464 | 724-775-7434      |
| Middle School               | 724-775-7641<br>724-775-7642 | 724-775-7748      |
| Elementary School           | 724-775-1122                 | 724-775-3672      |

THE FREEDOM AREA SCHOOL DISTRICT IS AN EQUAL OPPORTUNITY EDUCATIONAL INSTITUTION AND WILL NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, NATIONAL ORIGIN, SEX AND HANDICAP IN ITS ACTIVITIES, PROGRAMS OR EMPLOYMENT PRACTICES AS REQUIRED BY TITLE VI, TITLE IX AND SECTION 504.

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### **ALMA MATER**

FREEDOM HIGH SCHOOL ALMA MATER  
 WE WILL ALWAYS CHERISH THEE,  
 THROUGH THE YEARS OUR HEARTS MAY WANDER,  
 BUT WE'LL STILL REMEMBER THEE  
 THOUGH IN TIMES OUR PATHS MAY SEVER  
 MAYBE NEVER TO RETURN,  
 PRECIOUS HIGH SCHOOL ALMA MATER  
 MAY THY LIGHTS FOREVER BURN.

## **Message to Parents**

Welcome to Freedom Area High School. Our success depends upon the support and cooperation the school receives from our parents and students. This handbook has been provided to you as a resource to assist us in our effort to make this a successful and productive school year.

**IF YOU HAVE ANY QUESTIONS SPECIFIC TO A CLASSROOM, TEACHER, GRADE, AND/OR ASSIGNMENT, PLEASE CONTACT THE TEACHER DIRECTLY. IT IS IMPORTANT TO NOTIFY THE TEACHER OF ANY QUESTIONS OR CONCERNS YOU MAY HAVE PRIOR TO CONTACTING THE OFFICE.**

## **Message to Students**

Welcome to another school year. It is important that you know you are considered to be a part of an extended family here at Freedom Area High School. We have a responsibility to provide a high quality learning experience for each of you. Our expectations here at the Freedom Area High School are that you are prompt, prepared, polite, and positive. This handbook will provide information that will assist you in understanding our expectations so that you can be sure to get the best that Freedom Area High School has to offer. We hope your year is one defined by success and happy memories.

We extend to you the invitation to join the administration and faculty as we maintain our progress and explore plans for improvement. This handbook provides information on the daily operation of our high school. While it is not intended to be all-inclusive of every detailed policy, the handbook provides the most important information. It is your responsibility to review this information. Don't hesitate to consult with the administration, faculty, or support staff for any additional information. We are extremely excited about the 2026–2027 school year!

Sincerely,

## **Freedom Area High School Administration**

Steven Mott  
Principal  
Freedom Area High School  
[smott@freedomarea.org](mailto:smott@freedomarea.org)

Justin Turpin  
Assistant Principal  
Freedom Area High School  
[jturpin@freedomarea.org](mailto:jturpin@freedomarea.org)

## MISSION STATEMENT

Freedom Area High School is dedicated to helping all students achieve **academic excellence**, individual responsibility, and the **resilience** to become **successful** adults and **contributing members** of a **global community**.



### **Profile of a Bulldog**

The skills and attributes a Freedom Area School District graduate will need in order to make a successful transition into post-high school life.

#### Communication

Students:

- Articulate thoughts and ideas effectively using oral, written, and nonverbal communication skills in a variety of forms and contexts.
- Listen with an open mind to decipher meaning, including knowledge, values, attitudes, and intentions.
- Use communication for a range of purposes (e.g. to inform, instruct, motivate, and persuade).
- Utilize multiple media and technologies, identify their effectiveness, and assess their impact.
- Communicate effectively in diverse environments (including multi-lingual).

#### Innovation

Students:

- Identify, define, and solve authentic problems and essential questions.
- Use a wide range of idea creation techniques (such as brainstorming, divergent & convergent thinking).
- Elaborate, refine, analyze, and evaluate their own ideas in order to improve and maximize creative efforts.

- Demonstrate originality and inventiveness in work and understand the real-world limits to adopting new ideas.
- View failure as an opportunity to learn, understand that creativity and innovation is a long-term, cyclical process of small successes and frequent mistakes.
- Act on creative ideas to make a tangible and useful contribution to the field in which the innovation will occur.

### Responsibility

#### Students:

- Seeks excellence in their work by being organized, prepared, dependable, and thorough.
- Work positively and ethically, is reliable and punctual, and presents oneself professionally and with proper etiquette.
- Act responsibly with the interests of the larger community in mind.
- Demonstrate personal integrity, honesty, and ethical behavior.
- Are accountable for results.

### Collaboration

#### Students:

- Demonstrate understanding of others' perspectives and needs.
- Demonstrate ability to work effectively and respectfully with diverse teams.
- Exercise flexibility and willingness to be helpful in making necessary compromises to accomplish a common goal.
- Assume shared responsibility for collaborative work, and value the individual contributions made by each team member.

### Perseverance

#### Students:

- Persist to accomplish difficult tasks and to overcome academic and personal barriers to meet goals.
- Adapt to varied roles, jobs responsibilities, schedules, and contexts.
- Work effectively in a climate of ambiguity and changing priorities.
- Incorporate feedback effectively.
- Deal positively with praise, setbacks, and criticism.
- Understand, negotiate, and balance diverse views and beliefs to reach workable solutions, particularly in multi-cultural environments.
- Set and met goals, even in the face of obstacles and competing pressures.
- Prioritize, plan, and manage work to achieve the intended result.

## **FREEDOM AREA HIGH SCHOOL**

### **Faculty & Staff**

#### **Front Office Staff:**

Mr. Steven Mott,\* Principal  
Mr. Justin Turpin,\* Asst. Principal  
Mr. Greg Pullen, Resource Officer  
Ms. Amanda Beabout,  
Administrative Assistant  
Ms. Carrie Tuszynski,  
Attendance/Discipline/Athletics

#### **Counseling Office Staff:**

Ms. Hope Bennett, Counselor  
Mr. Phillip Goerig\*, Counselor  
Mrs. Barb Martz,\*  
Prevention Specialist  
Mrs. Sara Miller, Gifted Teacher  
Mrs. Alyssa Young, Secretary

#### **School Nurses:**

Mrs. Hope Dishler  
Mrs. Marissa Metalik

#### **English Department:**

Mrs. Courtney Anderson  
Mr. Aaron Fitzpatrick  
Mrs. Heather Giammaria\*  
Mrs. Blaire Lasko  
Mrs. Andrea Niedbala\*

#### **Math Department:**

Mrs. Amy Isanogle  
Mr. Ed Majors  
Ms. Becca Pessler

**TBD**

\*Denotes SAP Team

#### **Science Department:**

Ms. Debrah Evans  
Ms. Linea Homa  
Mrs. Laura Milanovich  
Dr. Brian Wargo

#### **Social Studies Department:**

Mr. Cole Eged  
Mrs. Kelly Krawchyk  
Mr. Nate Langelli  
Mrs. Maria Porter

#### **Foreign Language Department:**

Mr. Craig Bohon  
Ms. Ruthanne Gudzan

#### **Physical Education Department**

Mr. Nolan Colaric  
Mrs. Lisa Woods

#### **Unified Arts Department:**

Mr. David Badamo, Tech Ed,  
Athletic Director  
Mr. Jim Gregg\*, Art  
Ms. Michelle Sterrett,  
Computers/Tech/Personal Fin.  
Ms. Julia Lawrence, Band  
Mrs. Jennifer Newman, Chorus  
Mr. Brenden Wiatrak,  
Computers/Tech

#### **Special Education Department:**

Mrs. Alyssa Barone  
Mrs. Trisha DiNardo  
Ms. Jessika Fontaine\*  
Mrs. Christina Waters

## 2026-2027 BELL SCHEDULES

| PERIOD                       | RED/WHITE DAYS               |
|------------------------------|------------------------------|
| Students to Hall             | 7:20                         |
| Warning Bell                 | 7:35                         |
| Students to Block 1          | 7:40                         |
| Block 1                      | 7:40-9:00                    |
| Block 2                      | 9:05-10:25                   |
| <b>A Lunch 10:30 - 11:00</b> | Block 3 10:30 - 11:50        |
| Block 3 11:05 - 12:25        | <b>B Lunch 11:55 - 12:25</b> |
| Block 4                      | 12:30-1:50                   |
| PLT                          | 1:55-2:40                    |
| Student Dismissal:           | 2:40                         |

| TWO HOUR DELAY               | RED/WHITE DAYS             |
|------------------------------|----------------------------|
| Students to Halls            | 9:20                       |
| Warning Bell                 | 9:35                       |
| Students to Block 1          | 9:40                       |
| Block 1                      | 9:40-10:42                 |
| Block 2                      | 10:47-11:49                |
| <b>A Lunch 11:54 - 12:25</b> | Block 3 11:54 - 12:56      |
| Block 3 12:30 - 1:32         | <b>B Lunch 1:01 - 1:32</b> |
| Block 4                      | 1:37-2:40                  |
| Student Dismissal:           | 2:40                       |

| Freedom Area High School F.I.D. Schedule |               |
|------------------------------------------|---------------|
| Block 1                                  | 9:00 - 10:12  |
| Block 2                                  | 10:17 - 11:29 |
| Lunch                                    | 11:34 - 12:06 |
| Block 3                                  | 12:11 - 1:23  |
| Block 4                                  | 1:28 - 2:40   |

| EARLY DISMISSAL              | RED/WHITE DAYS               |
|------------------------------|------------------------------|
| Students to Halls            | 7:20                         |
| Warning Bell                 | 7:35                         |
| Students to Block 1          | 7:40                         |
| Block 1                      | 7:40-8:42                    |
| Block 2                      | 8:47-9:49                    |
| Block 4                      | 9:54-10:56                   |
| <b>A Lunch 11:01 - 11:32</b> | Block 3 11:01 - 12:04        |
| Block 3 11:37 - 12:40        | <b>B Lunch 12:09 - 12:40</b> |
| Student Dismissal:           | 12:40                        |

# FREEDOM AREA SCHOOL DISTRICT

## 2026-2027 School Calendar

| August (5-5) |    |    |    |    |
|--------------|----|----|----|----|
| M            | T  | W  | T  | F  |
| 3            | 4  | 5  | 6  | 7  |
| 10           | 11 | 12 | 13 | 14 |
| 17           | 18 | 19 | 20 | 21 |
| 24           | 25 | 26 | 27 | 28 |
| 31           |    |    |    |    |

| September (21-26) |    |    |    |    |
|-------------------|----|----|----|----|
| M                 | T  | W  | T  | F  |
|                   | 1  | 2  | 3  | 4  |
| 7                 | 8  | 9  | 10 | 11 |
| 14                | 15 | 16 | 17 | 18 |
| 21                | 22 | 23 | 24 | 25 |
| 28                | 29 | 30 |    |    |

| October (21-47) |    |    |    |    |
|-----------------|----|----|----|----|
| M               | T  | W  | T  | F  |
|                 |    |    | 1  | 2  |
| 5               | 6  | 7  | 8  | 9  |
| 12              | 13 | 14 | 15 | 16 |
| 19              | 20 | 21 | 22 | 23 |
| 26              | 27 | 28 | 29 | 30 |

| November (16-63) |    |    |    |    |
|------------------|----|----|----|----|
| M                | T  | W  | T  | F  |
| 2                | 3  | 4  | 5  | 6  |
| 9                | 10 | 11 | 12 | 13 |
| 16               | 17 | 18 | 19 | 20 |
| 23               | 24 | 25 | 26 | 27 |
| 30               |    |    |    |    |

| December (16-79) |    |    |    |    |
|------------------|----|----|----|----|
| M                | T  | W  | T  | F  |
|                  | 1  | 2  | 3  | 4  |
| 7                | 8  | 9  | 10 | 11 |
| 14               | 15 | 16 | 17 | 18 |
| 21               | 22 | 23 | 24 | 25 |
| 28               | 29 | 30 | 31 |    |

| January (19-98) |    |    |    |    |
|-----------------|----|----|----|----|
| M               | T  | W  | T  | F  |
|                 |    |    |    | 1  |
| 4               | 5  | 6  | 7  | 8  |
| 11              | 12 | 13 | 14 | 15 |
| 18              | 19 | 20 | 21 | 22 |
| 25              | 26 | 27 | 28 | 29 |

| February (19-117) |    |    |    |    |
|-------------------|----|----|----|----|
| M                 | T  | W  | T  | F  |
| 1                 | 2  | 3  | 4  | 5  |
| 8                 | 9  | 10 | 11 | 12 |
| 15                | 16 | 17 | 18 | 19 |
| 22                | 23 | 24 | 25 | 26 |
|                   |    |    |    |    |

| March (20-137) |    |    |    |    |
|----------------|----|----|----|----|
| M              | T  | W  | T  | F  |
| 1              | 2  | 3  | 4  | 5  |
| 8              | 9  | 10 | 11 | 12 |
| 15             | 16 | 17 | 18 | 19 |
| 22             | 23 | 24 | 25 | 26 |
| 29             | 30 | 31 |    |    |

| April (21-158) |    |    |    |    |
|----------------|----|----|----|----|
| M              | T  | W  | T  | F  |
|                |    |    | 1  | 2  |
| 5              | 6  | 7  | 8  | 9  |
| 12             | 13 | 14 | 15 | 16 |
| 19             | 20 | 21 | 22 | 23 |
| 26             | 27 | 28 | 29 | 30 |

| May (19-177) |    |    |    |    |
|--------------|----|----|----|----|
| M            | T  | W  | T  | F  |
| 3            | 4  | 5  | 6  | 7  |
| 10           | 11 | 12 | 13 | 14 |
| 17           | 18 | 19 | 20 | 21 |
| 24           | 25 | 26 | 27 | 28 |
| 31           |    |    |    |    |

| June (3-180) |    |    |    |    |
|--------------|----|----|----|----|
| M            | T  | W  | T  | F  |
|              | 1  | 2  | 3  | 4  |
| 7            | 8  | 9  | 10 | 11 |
| 14           | 15 | 16 | 17 | 18 |
| 21           | 22 | 23 | 24 | 25 |
| 28           | 29 | 30 |    |    |

Green-First Day of School and Last Day of School

Yellow-In-Service Days (No School for Students)

Pink- Holiday (No School)

Blue - Act 80 Days (No School for Students)

Tan-Snow Days (No School)

### Grading Periods

First: August 25 – October 28

Second: October 29 – January 19

Third: January 20 – March 24

Fourth: March 30 – June 3

### Assessment Dates:

December 7-18: Winter Keystone Exams

April 26-30: PSSA ELA (Grades 3-8)

May 3-7: PSSA Math/Science (Grades 3-8)

May 17-28: Spring Keystone Exams

August 20-21, 24.....In-Service Days  
 August 25..... First Day for Students  
 September 7 ..... Labor Day  
 October 12 .....In-Service Day  
 October 30.....Act 80 Day/Parent-Teacher Conferences (K-12)  
 November 11 ..... In-Service Day  
 November 25-30.....Thanksgiving Break  
 December 23 - January 1.....Winter Break  
 January 18.....Martin Luther King Day  
 February 15.....President's Day  
 March 24.....Act 80 Day  
 March 25-28.....Spring Break  
 March 29.....Snow Day  
 April 12 .....In-Service Day/Senior Projects  
 May 14.....Snow Day  
 May 15 (Saturday).....Prom  
 May 31.....Memorial Day  
 June 3.....Last Day for Students/Commencement  
 June 4.....Snow Day  
 June 7.....In-Service Day  
 TBD .....Kennywood School Picnic

Approved 3-12-26

## **Freedom Area High School Student Handbook**

# **DAILY OPERATION PROCEDURES**

### **ANNOUNCEMENTS/BULLETIN BOARDS**

All announcements, messages, posters, fliers, advertisements, signs, etc. must be approved by the Administration before posting or announcing.

### **ARRIVING AT SCHOOL/DISMISSAL**

Once students have arrived on school grounds they may not leave school grounds for any reason until dismissed unless proper protocol has been followed as discussed in the Attendance Policy. Students are to remain on school property in designated areas while waiting for buses after school. No one is permitted to wait on private property or the roadways off school property. Snowball throwing is prohibited while waiting for buses and in all outside areas on school grounds.

### **BOOKS AND OTHER MATERIALS**

Students are responsible for replacing books and any other school materials that have been lost or damaged including laptops. All debts and fines that are not paid will be accumulated each month.

### **BUS PASSES**

Bus passes are available in the main office for those needing to ride a different bus. **STUDENTS REQUESTING TO RIDE A DIFFERENT BUS SHOULD HAVE A NOTE FROM HIS/HER PARENTS PROVIDING PERMISSION TO DO SO AND MUST BE TURNED IN PRIOR TO 12PM ON THE DAY IN WHICH YOU ARE REQUESTING.**

### **CAFETERIA**

Each student is issued an account number where funds can be added either by cash, personal check in the exact amount to be applied towards account or online. An electronic account can be set up at [www.schoolcafe.com](http://www.schoolcafe.com). The electronic version allows you to prepay the account electronically, monitor account daily activity and follow up with any possible charges.

When students do not have lunch money or when their lunch accounts have insufficient funds, the Board shall permit students to incur reasonable charges or special meal arrangements, and parents/guardians shall be contacted for payment. Reasonable charges shall not exceed \$10.00 per student. (Policy 808) Unpaid lunch charges for a student shall result in the school limiting extracurricular activities.

Appropriate behavior is expected while in the cafeteria line and while eating at tables. Throwing food will result in strong disciplinary action. Running and loud talking will not be tolerated.

Food at ALL school pre-planned parties is monitored by Administration and consistent with PA State and Federal recommended guidelines for nutritional health. Students may sit at any

table within the cafeteria they please unless an assigned seat is necessary for disciplinary reasons. Students must have permission from one of the supervisors to leave the area.

Students are not permitted to remove food from the cafeteria for consumption on any portion of the school campus. Students are only permitted to take purchased water from the cafeteria. Deliveries from outside food vendors will not be accepted during the school day. Advance permission from the Principal must be secured before any food is brought in to students.

### **ELECTRONIC DEVICES AND OTHER NON-SCHOOL RELATED ITEMS**

IPOD's, MP3 Players, radios, etc. are allowed in the classroom **ONLY at the teachers discretion** and only if headphones or similar are used. These items should never be on or used while the teacher is talking. In the hallway, these items can be used but must be at a low enough volume so that the listener can hear the other people in the hallway. Yo-yos, skateboards, playing cards, hacky sacks, water guns, balloons, etc. are not permitted in school. If any student is in violation of these rules, these items will be confiscated by the teacher and held in the office until the end of the school day on the first offense. A parent must pick them up at the school on the next offense. Multiple offenses may result in the item being held until the end of the school year.

### **GENERAL OFFICE AREA**

Students are not permitted **BEHIND THE OFFICE COUNTER WITHOUT PERMISSION FROM THE OFFICE STAFF ON DUTY AT THE TIME OF THEIR VISIT TO THE OFFICE.**

### **SMARTPASS/HALL PASSES**

Anytime a student is in the hallway, he/she must have permission from their teacher and also be signed out on SMARTPASS. SMARTPASS is a program that students can access on their Chromebook. When teachers give permission for a student to leave class, students must use the SMARTPASS to sign out and then sign back in when they return from their destination. No student is permitted in the halls without a hall pass or permit. Students who abuse the privilege will be placed on hall pass restriction. **Teachers have the authority to restrict or deny the use of the hall pass.** Students are to use the nearest facilities to their classroom. Students should be able to return to class within five minutes. Students who wish to see a Guidance Counselor must first check in with their regularly scheduled classroom teacher. If a student fails to check in with their teacher prior to going to guidance, administrative discipline may be enforced.

***Note: Students are not permitted in other classrooms, the library, the general office and especially the gymnasium when using the pass. Students will lose hall pass privileges if they wander into areas other than the rest room on their floor.***

### **HALLWAYS**

Students should not loiter in the hallway in a manner that obstructs others from passing through, or creates congestion that leads to students being tardy for class. Stay to the right when walking to class. Running or yelling will not be tolerated in the halls for safety and educational reasons. Gathering in groups in the halls between classes can lead to tardiness. **Students are to keep the halls clean so that we can be proud of our building when visitors arrive.**

## **INSURANCE**

Forms are available in the main office.

## **LOCKERS**

Lockers are assigned to students as a convenience for the safe storage of books, clothing, school materials, and limited personal property to facilitate movement between classes and activities. Lockers are the property of the school district and can be searched at any time. Students are required to ensure that their lockers do not contain spoiled food items, beverages, or soiled clothing which may attract pests, create odors or cause unhealthy conditions. Students are exclusively responsible for their assigned locker, as well as, locking their assigned locker to ensure the security of their personal belongings and school property entrusted to them. **Students are encouraged to have a lock on their lockers at all times.**

## **LOST AND FOUND**

Items that are found in the building are placed in lost and found in the hallway of the main entrance where they will remain for a limited time.

## **RELEASE TIME**

Students on work release or early dismissal must leave school grounds at his/her scheduled time and not return during the school day without checking in with the Attendance Office.

## **SCHOOL CANCELLATIONS**

In the case of an emergency school cancellation, Freedom Area School District will do an All-Call to all students/parents. Cancellations/delays are also published on the following resources:

|      |                              |        |                 |
|------|------------------------------|--------|-----------------|
| WTAE | Channel 4 TV                 | WPXI   | Channel 11 TV   |
| KDKA | 1020 AM Radio & Channel 2 TV | WBVP   | 1230 AM Radio   |
| WMBA | 1460 AM Radio                | FROGGY | 98.3 & 104.3 FM |

Radio

**Note: If school is canceled, so are any scheduled home activities. An automated call will go out to the number allocated by the family to receive such notices.**

# **COUNSELING DEPARTMENT**

Our Guidance Department is available for the developmental needs of all students. Although each counselor carries specific assignments, each of them are available for consultation in the areas of career planning, college information, scheduling, parent conferences and special counseling.

Ms. H. Bennett: Career Education, CTC Students, Scholarship Information

Mr. P. Goerig: Student Scheduling, Standardized Testing, College/Career School  
Applications and Information

Mrs. B. Martz: Prevention Specialist, Student Assistance Program

### **CLASS RANK AND GPA**

Weighting will be applied to final grades in Honors and Advanced Placement classes: the final grade percentage in an Honors class will be multiplied by 1.05 and the final grade percentage in AP and CHS class will be multiplied by 1.1. Report Cards and Permanent Transcripts will display the “un-weighted” percentage. A final, un-weighted percentage grade less than 60% in an Honors or AP class will be a failing grade, regardless if the GPA weighting elevates the grade to a 60% or higher.

### **CLASS STANDING**

Class Standing is determined by the number of credits earned:

| From Grade | To Grade   | Credits Earned by September 1 <sup>st</sup> |
|------------|------------|---------------------------------------------|
| 9          | 10         | 4 – Minimum Credits                         |
| 10         | 11         | 12 – Minimum Credits                        |
| 11         | 12         | 20 – Minimum Credits                        |
| 12         | Graduation | 28.0 Minimum Credits*                       |

\*See Graduation Requirements

### **DUAL ENROLLMENT**

Students from Freedom Area School District are permitted to supplement their education with independent coursework from an approved provider. This details the terms and conditions of these programs and must be endorsed by all parties listed below, before the student is enrolled in the requested program.

Programs:

**Dual Enrollment:** Freedom Area students take College Courses and receive both college and high school credit. CCBC and Penn State – Beaver Campus are the most common providers.

**On-line Coursework:** Freedom Area students enroll in high school elective courses online and complete the coursework during a regularly scheduled study hall in a computer lab.

**Independent Study/Correspondence Coursework:** Where appropriate, Freedom Area students work independently with Freedom Area teaching staff. Depending on the circumstances, this may or may not include on-line assignments.

Terms:

- Participation in these programs requires administrative approval.
- Grades from these courses will be placed on the student’s high school transcript but will NOT be computed in the student’s high school GPA.
- The high school credits earned will be “elective credits” and will count as such toward the total credits required for graduation. (student must “pass” to earn a credit)
- These courses may not be substituted for a specific course that is a graduation requirement at Freedom Area High School.
- These courses will have no bearing on class rank and will not affect the eligibility for: Varsity Athletics, National Honor Society, Honor Roll, or Graduation with an Honors Standing.
- The deadlines for completing course assignments, deadlines for the course itself, and all grades for the course are determined solely by the course program provider/instructor.
- Students in the Dual Enrollment Program must see Ms. H. Bennett for additional registration materials and instructions.

- Students in the Dual Enrollment Program who decide to “DROP” a college course must contact Ms. H. Bennett and the Registrar’s office at the college.
- If a student in any of the above programs decides to “DROP” a course, the student or parent will be obligated to pay for any tuition, textbook and/or fees paid by the high school.

### **GRADUATION REQUIREMENTS**

Credits toward graduation are earned in Grades 9-12. Credits must be earned in the following areas:

|                              |           |
|------------------------------|-----------|
| English                      | 4         |
| Social Studies               | 3         |
| Science                      | 3         |
| Math                         | 3         |
| Arts/Humanities              | 2         |
| Health & Phys. Ed            | 2         |
| High School Exploration      | 1         |
| Communications               | 1         |
| Personal Finance & Economics | 1         |
| STEM                         | 3         |
| Electives                    | 4         |
| PLT/Graduation Project       | 1         |
| <b>TOTAL</b>                 | <b>28</b> |

**\* All students are required to pass a Graduation Project in order to earn a diploma from Freedom Area High School.**

### **FULL CYBER STUDENTS & CTC:**

Students who participate in the CTC, must return to school for in-person classes. Students attending CTC are not permitted to attend the districts Full Cyber Program (Edgenuity).

### **PARENT CONFERENCES**

Parent conferences are welcomed at any time. Please call the school (724-775-7400) to make an appointment. Contact the Guidance Secretary to schedule an appointment with a Counselor. To schedule an appointment with the Principal or Assistant Principal, please contact the high school secretary.

### **STUDENT ASSISTANCE PROGRAM**

The Student Assistance Program is an innovative program whose goals are to maximize individual student success in the regular classroom. The Student Assistance Team is available to all students in the Freedom Area Middle School. Involvement with the SAP Team may be initiated by Administration, Parent(s), Teacher(s), Student(s), or through a review of the student’s grades or records. Requests for assistance may be made to the Principal or the Guidance Counselor. Parental permission is required for continuation in the program.

The Student Assistance Program is a process which includes:

1. Identifying students who are in need of academic, behavioral and social support.
2. Convening SAP meetings to advocate for specific needs of students.
3. Applying intervention and management strategies.
4. Expanding the capability of classroom teachers by involving them in team decision making, problem solving and guided practice.
5. Monitoring implementation and student progress.
6. Determining how best to meet the needs of students through a continuum of services.

### **SPECIAL EDUCATION SERVICES AND PROGRAMS**

The Freedom Area School District offers a full continuum of special education programs and services to all eligible for such services. Special education programs and services are available for eligible students between the ages of three (3) and twenty-one (21). Services for eligible children ages three (3) to school entry age may be requested by contacting the Beaver Valley Intermediate Unit at 724-774-7800. Services for eligible students of school entry age through twenty-one (21) years of age may be requested by your child's building principal. Special education programs at the Beaver Valley Intermediate Unit and/or the Freedom Area School District include:

1. Developmentally Delayed (Pre-School Only)
2. Autistic/Pervasive Developmental Disorder
3. Visually Impaired
4. Mentally Gifted
5. Neurologically Impaired
6. Seriously Emotionally Disturbed
7. Speech and Language Impaired
8. Intellectually Challenged
9. Learning Disabled
10. Hearing Impaired
11. Multi-Handicapped
12. Physically Handicapped

### **CONFIDENTIALITY**

All information collected as part of an individual student referral or evaluation is treated in a confidential matter. A written policy regarding the confidentiality of student records is available for review by contacting your child's building principal. Printed information regarding available special education services and programs and parent rights as they pertain to special education is available in the building Principal's Office or the Office of the Superintendent of Schools. If you have any questions about the above information or about special education services, please contact the school psychologist or your child's building principal.

### **SCREENING**

The Freedom Area School District conducts screening activities to identify students who may be eligible for special education services.

Parents or guardians may request that their child be screened or evaluated for special education services. Requests for screening or evaluation should be made in writing and

directed to your child's principal. For further information, parents or guardians may contact the school psychologist by telephone at 724-775-7641.

### **PROTECTED HANDICAPPED STUDENTS**

The Freedom Area School District will not discriminate against protected handicapped students as defined in Chapter 15 of the regulations of the State Board of Education. The Freedom Area School District will provide each protected handicapped student enrolled in the district, without cost to the student or family, those related services or accommodations which are needed to participate in and obtain the benefits of the school program and extracurricular activities without discrimination and to the maximum extent appropriate to the extent of the student's ability.

### **ENGLISH AS A SECOND LANGUAGE**

All new students are required to complete an ESL Survey with parent signature. ESL Support for qualifying students will be provided by the district through the Intermediate Unit.

### **RECORDS POLICY**

Confidentiality laws regarding student records are enforced to safeguard our students' rights. Please contact the Principal for further information regarding student records.

### **REPORT CARDS & PROGRESS REPORTS**

Report cards are distributed at the end of each nine week grading period. Progress reports will be distributed at the midway point (4.5 weeks) of each grading period. Please contact the guidance office for a schedule of when report cards and progress reports will be issued.

| <b>Grading Period</b> | <b>Progress Reports Issued</b> | <b>End of 9 weeks</b> |
|-----------------------|--------------------------------|-----------------------|
| 1                     | September 25                   | October 28th          |
| 2                     | December 7th                   | January 19th          |
| 3                     | February 19th                  | March 24th            |
| 4                     | April 30th                     | June 3rd              |

### **SCHEDULING/DROPPING CLASSES**

Information regarding specific courses is available in the Program of Studies booklet and in the Guidance Office. It is highly recommended that students and parents work with teachers and the Guidance Department when scheduling classes. Schedule changes are done during the first week of school after conferring with the Guidance Counselor. Withdrawals from classes cannot occur without Administrative approval. The Counselor/Administrators must endorse that dropping the class will help the educational welfare of the student. **After the FIRST TWO WEEKS of school**, students who drop a course will receive an "F" in the course regardless of the grade achieved up to that date.

### **SPECIAL PROGRAMS/SERVICES**

Gifted Program

Honors Classes

Work Release

Advanced Placement Classes

Dual Enrollment

Beaver County Rehab Center (BCRC)

College in High School (CHS)

Career and Technical Center (CTC)

Community College of Beaver County  
(CCBC)

### **WORK PERMIT**

Students can apply for work permits online on the district's web site. The link and instructions can be found on the High School page. Every student under the age of 18 who works must have a work permit.

### **SUMMER SCHOOL**

Summer school arrangements can be made through the Guidance Office. Students failing two or more subjects should attend summer school. It is not academically feasible to double up on core classes. Class loads are limited and sequential knowledge requirements are important to progressing to the next school year.

## **ACADEMICS**

### **CHANGES IN PERSONAL INFORMATION**

Students must report all changes in personal information in writing to the office ASAP (address, phone number, etc.). **A completed Emergency Medical form must be submitted to the office each year for each student.**

### **PERSONALIZED LEARNING TIME (PLT):**

Personalized Learning Time (PLT) provides an extended period at the end of the day where students will be able to view Bulldog Beat and have access to all of their teachers for the support of the school curriculum. The program provides a time for teachers to identify and work with students with documented learning differences to assist them in reaching their highest potential within the rigorous academic environment at Freedom Area High School. Below is a list of the options students have during the Personalized Learning Time:

- Sustained Silent Reading (SSR)
- Targeted Assistance in Content Area (Tutoring); Remediation for At-Risk Students
- One-on-One or small group extended learning sessions
- Work and Test Make-Up
- Tutoring
- Need-based strategy and skill development in reading, writing, mathematics, and science
- Communication with parents, content-area teachers and guidance staff
- Test prep instruction for college entrance and state-mandated exams.
- Counseling/advising for ALL Freedom students in areas concerning academic, social, emotional, and post-secondary concerns and/or planning.

The Personalized Learning Time is not a special education program. The extra support and encouragement of PLT is designed to give students the tools to achieve and maintain the highest level of academic excellence possible here at FAHS. Personalized Learning Time is not meant for social time. There are times when student activities meet, teachers may collaborate, and/or meetings with parents may be held; however, these social meetings all have an academic purpose that supports the overall mission to help all students experience success at Freedom Area High School.

### **FIELD TRIPS**

Field trips are scheduled by individual teachers as part of the academic program.

- Students must be in good academic, disciplinary, and attendance standing.
  - Good Academic Standing is defined as:
    - Student is not failing two or more core courses **or** 3 courses overall.
  - Good Disciplinary Standing is defined as:
    - Must not have received 5 or more cumulative days (in or out of school) of suspension
    - A student's past disciplinary record can be taken into consideration by the administration
  - Good Attendance Standing is defined as:
    - Student has no more than 5 unexcused absences
    - **OR** have shown improved attendance per administrator's discretion
- All students must submit or have on file:
  - Signed **Travel Consent & Liability Waiver**.
  - Emergency contact form.
  - Medical information disclosure (as necessary).

### **FINAL GRADE**

Determination of the final grade in each class will be determined as follows:

|                                  |       |
|----------------------------------|-------|
| 1 <sup>st</sup> Nine Weeks Grade | 22.5% |
| 2 <sup>nd</sup> Nine Weeks Grade | 22.5% |
| 3 <sup>rd</sup> Nine Weeks Grade | 22.5% |
| 4 <sup>th</sup> Nine Weeks Grade | 22.5% |
| Quarterly Exams                  | 10%   |

### **GRADING POLICY**

|           |   |
|-----------|---|
| 90 – 100% | A |
| 80 – 89%  | B |
| 70 – 79%  | C |
| 60 – 69%  | D |
| 0 – 59%   | F |

**The student will receive zero credit for each unexcused day of class absence** (see Attendance Policy for information about valid excuses. If a student was legally absent on

the day that a test was announced, the test must be made up within three SCHOOL days, or at teacher discretion.

### **TEACHER POSTING OF ASSIGNMENTS AND GRADES ENTRIES IN POWER SCHOOL**

**Teacher posting of assignments in POWERSCHOOL/GOOGLE CLASSROOM:** Teachers must post in their PowerSchool/Google Classroom grade book any “to-be graded” assignments (including: tests, quizzes, homework, projects) before 8 AM on the following day they are actually assigned in class. Posting assignments in PowerSchool before the day they are actually assigned is permissible. The assignment description, assigned date, and due date will be posted and available to parents, students and administration to view in POWER SCHOOL.

**Teacher entry of grades in POWERSCHOOL and/or GOOGLE CLASSROOM:** Grades for all assignments should be entered into POWER SCHOOL between two to four days from the due date; while no set delineation can be defined, the expectation would be closer to two days (from due date) for much of what is graded. Grades for larger assignments, such as larger written work, should be entered within a reasonable amount of time depending on the length of an assignment. Students who do not turn in an assignment on the date it is due will be given a zero for that assignment and the teacher should mark the assignment as “missing”.

### **HOMEWORK**

Students are responsible to see their teachers for any work missed because of an **excused** absence. The student has to make-up homework and other assignments within five (5) school days after returning from an excused absence. If a student misses an extended period of time (5 or more consecutive school days) and has excuses for the absences, the student/parent should initiate contact with the Attendance Office and request work to be sent home. Assignments missed during extended periods of excused absences should be submitted in a timely manner. It is each student’s responsibility to see their teacher when returning from an absence to make arrangements for missed work. Parents may request homework in advance for known absences of three days or more. (Upon request, teacher may ask attendance office for total number of unexcused absences.) **IF A STUDENT IS ABSENT ON THE DAY AN ASSIGNMENT IS DUE THEN THE ASSIGNMENT BECOMES DUE THE DAY THE STUDENT RETURNS TO SCHOOL.**

### **MAKE-UP TEST POLICY**

If the student was present on the day that the tests/homework was announced, then the student must take the test when he/she returns to school. If the student was absent on the day that the test was announced, then the student will have up to three days to make up the test. The number of days will be determined by the teacher with consideration of extenuating circumstances such as prolonged illness.

Note: If a student is late to school with an invalid excuse, that student receives a zero on the test that was missed. If the student has a valid excuse, then the test must be taken that same day by using a permit pass from another period or the student must stay after school to take

the test. Also, if the student has a valid early dismissal note, he/she must take the test before leaving school that day. **It is the responsibility of the student to see the teacher in each of these circumstances or otherwise receive a zero on the test.** Extenuating circumstances will be reviewed by the Administration.

### **HONOR ROLL AND HIGH HONOR ROLL:**

Honor Roll status is based on an average grade percentage for a specific grading period. Course credit value and course weighting are a part of the calculation. Weighting will be applied by multiplying each Honors course by a 1.05 and each Advanced Placement course and college in the high school by a 1.1. Students who earn less than a 70% in one of their courses will not be considered for the Honor Roll. Students who have incomplete grades in one or more courses will not be considered for the Honor Roll.

High Honor Roll: 93 – 100%

Honor Roll: 87 – 92.999%

### **NATIONAL HONOR SOCIETY**

The selection will be determined by a five-member council that is chosen annually by the Principal and the NHS coordinator. Juniors and Seniors are considered. The minimum Grade Point Average is a 93% on the current 100 point, weighted, class rank scale. The faculty will evaluate each candidate in the areas of character, leadership and service.

The five-member council will use the following criteria:

- A. Student activity information sheet
- B. Student scholastic average
- C. Discipline records
- D. Attendance/Tardies in school
- E. Faculty evaluation survey on character, leadership and service
- F. Essay

The majority vote of the five-member council will determine entrance to the NHS. All students who are academically eligible will be considered unless notification indicating otherwise is given to the Principal.

Students must be in good standing to participate in the annual induction ceremony or be recognized at the Principal's Reception or graduation.

Members who fall below the standards that were the basis for their selection shall be promptly warned in writing by the chapter adviser and given a reasonable amount of time to correct the deficiency, except that in the case of flagrant violation of school rules or the law, a member does not have to be warned. The Faculty Council shall determine when an individual has exceeded a reasonable number of warnings. In all cases of pending dismissal, a member shall have a right to a hearing before the Faculty Council. For purposes of dismissal, a majority vote of the Faculty Council is required. A member who has been dismissed may appeal the decision of the Faculty Council to the principal and thereafter under the same rules for disciplinary appeals in the school district.

### **STUDY HALLS**

Students are to remain quiet during study halls, permitting others to work in an educational atmosphere. Light conversation is permitted with teacher discretion. Each student in the

study hall must bring materials to pursue academic areas. Students desiring to see a teacher must present a previously obtained pass to the study hall teacher at the beginning of the period.

# STUDENT SERVICES & ACTIVITIES

## HOMELESS ACT: McKINNEY-VENTO ACT

### About Homeless Act-McKinney Vento Act:

The McKinney–Vento Homeless Education Assistance Act guarantees a free and appropriate public education for all homeless children and youth. B.E.C. 42 U.S.C. 11431 outlines procedures for deciding school placement, enrolling students, and determining responsibility. Federal and state laws make our responsibility clear. Freedom Area School District is committed to providing proper educational support and services.

What is the definition of a “homeless youth” under McKinney-Vento? “Homeless” is defined as “anyone lacking a fixed, adequate, regular nighttime residence.”

### What situations fit this definition?

- Staying in the home of other people due to unavailable housing, financial hardship, or similar circumstances
- Living in motels, hotels, trailer parks (in some instances – examples: leaking roof, no heat, etc.), public places, or campgrounds due to unavailable suitable housing options
- Living in an emergency shelter or transitional housing
- Unaccompanied (not living in direct care of legal parent or guardian) or runaway youth
- Refugee and migrant youth

### How does McKinney-Vento help these students?

The law makes sure that these students receive a free and suitable public education by removing barriers to school enrollment and full, basic, daily participation in school activities. This includes:

- Immediate enrollment
- Free and Reduced School Lunch
- Help from school with any necessary enrollment documents
- Help from school setting up transportation service (if the student qualifies)
- Help from school with basic school supplies
- Help from school with any basic clothing needs
- Help from school with basic high school graduation needs and expenses

### Where can I find more information for Pennsylvania?

You can visit the PA Education for Children and Youth Experiencing Homelessness at the following website: [www.education.pa.gov](http://www.education.pa.gov).

### Contact Information:

Mrs. Marcy Bebout  
Director of Student Services  
724-775-5464 Ext. 125

## **ACTIVITIES**

### **CLUBS AND ORGANIZATIONS**

|                           |                        |                    |
|---------------------------|------------------------|--------------------|
| Anime Club                | Forensics              | Service Club       |
| Art Club                  | GSA                    | Ski Club           |
| Big Brothers, Big Sisters | Math League            | Spanish Club       |
| Book Club                 | National Honor Society | Student Government |
| Computer Science          | Naturalist Club        | Varsity Club       |
| Debate Club               | Pep Club               | YEA                |
| DECA                      | Photography Club       | YAP                |
| Drama Club/Musical        | Physics Club           |                    |

### **PARENT ORGANIZATIONS**

Band Boosters  
Sports Booster Organizations  
Drama Club Parents  
Freedom Area Educational Foundation  
Freedom Area CARES Foundation  
Freedom High School Parent Advisory Council

## **SPORTS**

### **FALL**

Cross Country (Boys)  
Cross Country (Girls)  
Football (Boys)  
Golf (Boys)  
Soccer (Boys)  
Soccer (Girls)  
Volleyball (Girls)  
Cheerleading (Football)

### **WINTER**

Basketball (Boys)  
Basketball (Girls)  
Bocce (Co-ed)  
Indoor Track (Boys)  
Indoor Track (Girls)  
JH Wrestling (Boys)  
Wrestling (Boys)  
Cheerleading

### **SPRING**

Baseball (Boys)  
Softball (Girls)  
Track & Field (Boys)  
Track & Field (Girls)

## **FUND-RAISING**

All fund-raising must be approved by the Principal. Fund-raising is limited to organizations directly affiliated with the high school. Students are not permitted to solicit games of chance or sell items on school grounds for profit. Fund-raising that includes the sale of food items must occur outside of school hours and must be approved by the Foods Service Department Manager if sold on school property.

## **REQUIREMENTS FOR SPORTS PARTICIPATION**

- Age – Not to turn 19 before July 1 of up-coming school year (JH-16)
- Semesters of participation – not to exceed 8
- Attendance – Absences not to reach 20 days in a semester. After 20 absences in a semester, the student must attend for 60 days before being declared eligible.
- **Grades – Please see Freedom Area School District Eligibility Requirements**
- Must be registered on Sports Arbiter (Formerly Family ID) for the current school year.
- Must pass a PIAA physical examination and have school insurance.

- Other PIAA/WPIAL/MAC sanctions that apply must be adhered to.
- Amateur status
- The student has no disciplinary probation restrictions.
- Transferring student/athletes must be approved by the WPIAL.
- \*\*\*No student-athlete is permitted to participate in practice or a game unless he/she has been in school that day. Students must be in school by 10:30 a.m. with a valid tardy excuse approved by the Administration in order to be permitted to participate that day. No student-athlete will be permitted to leave school without a valid early dismissal note before 1:00 p.m. unless first approved by the Administration.

### **SOCIAL ACTIVITIES**

School activities (dances, formals, banquets, athletic events, field trips, etc.) are scheduled throughout the school year. Student behavior at these events, regardless of location, is subject to disciplinary action in accordance with our code of conduct listed in this handbook. Participation in these events is a privilege, not a right and **can be taken** from a student for poor behavior and/or academic performance. Students must be academically eligible to participate in social activities.

\*\*\*Students must be in school by the end of 2nd Block (10:30am). with a valid tardy excuse approved by the Administration in order to be permitted to participate that day. No student will be permitted to leave school without a valid early dismissal note before 1:00 p.m. unless first approved by the Administration.

### **Academic Eligibility Requirements**

The Freedom Area School District requires that any student who participates in athletics, band, or any extra-curricular activity meet high academic standards in order to participate. Because of our belief that academics must come first for all students, we require stricter eligibility requirements than the P.I.A.A. mandates. Student grades will be pulled every Friday and will serve as each student's eligibility report for the upcoming week (Monday through Sunday). ***ANY STUDENT WHO IS FAILING TWO OR MORE CORE CONTENT CLASSES (ENGLISH, SOCIAL STUDIES, SCIENCE, MATH) OR FAILING THREE TOTAL CLASSES WILL BE INELIGIBLE FOR ALL ATHLETIC, BAND, AND EXTRA-CURRICULAR ACTIVITIES FOR 7 DAYS.*** While students are ineligible, they are NOT permitted to play/perform with their athletic team, band, or extra-curricular group **or attend any school field trips**. Students that are ineligible will be permitted to practice and we will continue to monitor their progress in hopes that they become eligible. Student eligibility for the first two weeks of every nine weeks will be based on the previous nine week's final grade rather than weekly grades. The same eligibility requirements will be required during report card checks as are required for students to be eligible at the start of every new week.

**Important Note:** Athletic, band, and/or extra-curricular eligibility for the first 15 days of every school year will be determined on a **student's final grades (F1)** and the student's previous semester attendance. For instance, if a student fails two or more Core Content classes or three total classes for the school year, that student will be ineligible for the first 15 days of the new school year. Please contact the guidance office for information regarding this option.

## **NCAA REGULATIONS**

Student-athletes should check with the Guidance Counselor regarding the academic requirements for eligibility at the college level.

# **CODE OF CONDUCT**

## **PURPOSE OF THE DISCIPLINARY CODE**

Our code addresses the district's goal of providing a safe and secure learning environment for students and encourages, supports and maintains an educational environment conducive to learning. Everyone involved in the educational setting at Freedom Area High School has the right to expect a safe, orderly and pleasant environment.

The guidelines set forth in the following code are intended to protect the rights of all students and staff. Regulatory guidelines and policies have been set to insure that all offenders will be treated fairly and reasonably when actions or speech become disruptive to the educational process in the building. The code of conduct provides guidance in the process of producing a safe environment and encouraging responsible behavior with mutual respect and cooperation among all within the Freedom/Conway/New Sewickley community. Mutual respect, responsibility and self-discipline are the common threads of success that will be emphasized throughout our school and community. It is our desire that each student has the opportunity to expand his/her knowledge, enrich his/her life experience, exercise his/her own self-control and take responsibility for his/her own actions. We will work together to learn, to grow, and to enjoy our high school days and prepare for the future as independent, responsible adults.

What follows is a section of Pennsylvania school code that establishes the foundation for codes of conduct throughout the state. In practice it provides direction for developing and maintaining guidelines for individual behavior.

## **IN LOCO PARENTIS**

Section 1317 of the Pennsylvania school code states: "Every teacher in the public school shall have the right to exercise the same authority as to conduct and behavior over the students attending his/her school, during the time they are in attendance, including the time required in going to and from their homes, as the parents, guardians or persons in parental relation to such pupils may exercise over them."

## **PROGRESSIVE DISCIPLINARY ACTION PLAN**

Teaching responsibility and self-discipline has become a growing challenge for our schools today. We believe that students become more responsible decision-makers when they are held accountable for their decisions. As educators we realize that these traits are not learned overnight. Some learn quickly, and others take a little longer to learn how to think before they act. For this reason, we follow a progressive disciplinary system that gradually incorporates disciplinary steps as the student grows (i.e. hour detentions, two hour detentions, Saturday Detentions, ISS, SAP referrals, parent conferences, etc.). In addition to this progressive system are disciplinary actions that are more severe, such as suspensions, hearings, expulsions, etc. These are in place for infractions that call for stronger actions, all of which are described in this handbook. The following action plan is

in place for minor disruptions occurring at the high school and is handled in a manner that preserves a quality educational environment.

### **ADMINISTRATION, FACULTY & STAFF RESPONSIBILITIES**

1. To provide a safe, secure learning environment for all students.
2. To treat all students fairly and with respect.
3. To provide guidance and support for students in their pursuit of academic excellence.

### **STUDENT RESPONSIBILITIES**

1. Students should attend school regularly.
2. Students should give a conscientious effort in classroom work.
3. Students should adhere to all school rules and regulations.
4. Students should share in responsibility to develop a school climate that is conducive to learning.
5. Students should respect the rights of all others involved in the educational process.
6. Students should express their ideas and opinions in a respectful manner.
7. Students should cooperate in the investigation of any matter relating to the health, safety and welfare of the school community.
8. Students should comply with commonwealth and local laws.
9. Students should exercise care when using school facilities and/or equipment.
10. Students should be on time for school and school activities.
11. Students should make up work when absent from school.
12. **In summary: Be prompt, prepared, polite, and positive.**

### **RESTROOMS**

Students are not to loiter in the restrooms. **Please keep them clean.** Restrooms are open on both floors; students are to use the restrooms nearest their classroom. Restrooms will be checked frequently throughout the day for cleanliness and to monitor vandalism. If any student(s) is found to be in the same stall with another student, all students involved will automatically receive a detention plus additional disciplinary action if needed.

### **SPORTING EVENTS**

Students are expected to act in a respectful and cooperative manner during school assemblies or pep rallies. Booing, taunting, derogatory comments towards officials, coaches, players, or opposing fans are not acceptable behaviors. Our behavior must be such that any guests would be proud to have witnessed. Students should sit in designated areas when attending assemblies in the auditorium. Teachers will take roll.

### **BUS BEHAVIOR**

The code of conduct is in effect from the time a student leaves home in the morning until the time the student returns home in the afternoon. This includes bus stops. Under no circumstances will misbehavior on the school buses be tolerated. The safety of all the students on the bus is affected by distractions towards the bus driver. Students are to stay in their seats and follow the rules set up by each driver. Loud and rowdy behavior will result in disciplinary action that may include suspension from the bus. **IMPORTANT NOTE:** Audio and visual recording is used on all buses.

### **PARENT NOTIFICATION REGARDING STUDENT BUS BEHAVIOR**

The Freedom Area School Board has authorized the use of video/audio recording on school buses. These cameras can record both what is said and done on the school bus. The video/audio cameras will be used to monitor student behavior to maintain order on the school buses to promote and maintain a safe environment. **Students and parents are hereby notified that the content of the tapes may be used in a student disciplinary proceeding. The content of the recordings are confidential student records and will be safeguarded.** Recordings will be retained, only if necessary, for use in a student disciplinary proceeding or other matters as determined necessary by the administration.

### **CHEATING/PLAGIARISM**

Any student who is discovered to have cheated, plagiarized, including aiding another student to knowingly cheat, plagiarize, or similar will receive a zero for that assignment, project, test, mid-term, final, etc. and will not be able to make up the missing point total for that assignment. This also includes cheating and plagiarism on Cyber course work. (Students who violate this rule will also receive a two-hour after school detention. Further administrative discipline may be taken depending on the circumstances of the violation).

### **DISPLAYS OF AFFECTION**

Inappropriate displays of affection (**CUDDLING, INAPPROPRIATE TOUCHING, EXCESSIVE HUGGING, KISSING IN THE HALLWAY**) are not permitted in the school setting. Students will be disciplined and parents contacted if necessary.

### **SPORTSMANSHIP**

The Administration, faculty, coaches and athletes at FHS stress the following pledge as a positive Bulldog fan. Students should realize that sportsmanship violations will be carried over as school discipline infractions and will have accompanying consequences.

We enforce the fundamental principles of fair play.

We realize that “winning at any cost” is unacceptable.

We respect the opposing team, cheerleaders, fans and game officials.

We realize that name-calling, taunting, finger-pointing and any other form of verbal or physical confrontation have no place in our athletic arenas.

We realize that degrading or insulting cheers or signs are unacceptable.

We realize that we are to cheer for our team rather than against our opponent.

### **HAZING**

Under no circumstances is hazing condoned at Freedom Area School District or in regards to any extra-curricular activity within the district. Hazing is identified as any behavior committed by a person towards any other person or group of people that causes physical, emotional, or mental harm for the affected individual(s). Reports of this abuse will be fully investigated and the proper disciplinary action will be taken.

### ATTENDANCE:

#### ABSENCES:

STUDENTS ARE ALLOWED 10 EXCUSED PARENT NOTES PER YEAR

#### TARDIES:

STUDENTS ARE ALLOWED 5 EXCUSED PARENT NOTES PER YEAR

#### EARLY DISMISSAL

STUDENTS ARE ALLOWED 5 EXCUSED PARENT NOTES PER YEAR

### Excused Absences

1. MUST SEND WRITTEN EXCUSE TO SCHOOL within 3 days of returning to school. After the 3 day grace period, the absence will be marked as unexcused!
2. A maximum of **10** parent notes can be used to verify absence. **After 3 unexcused absences a warning letter will be sent home.**
3. After the 10th unexcused absence, all other absences must be verified with a doctor's excuse or will be counted as unexcused.
4. All doctor excuses must include a doctor's name and phone number for verification.

Definition of an EXCUSED ABSENCE:

- a. Sickness/injury verified by a doctor's excuse or parent note.
- b. Serious illness or death in the immediate family
- c. Suspensions from school
- d. Medical, dental or legal appointments that cannot be made after school  
(Student must have official note from the doctor's office)
- e. Observance of religious holidays
- f. Hazardous weather conditions
- g. Definite emergency situations approved by the Administration
- h. School sponsored trips
- i. Vacation (Maximum 5 Days)
- j. Any other circumstances that have been previously approved by the Administration (college visit, vacation, etc.)
- k. Car failure may be used as a valid excuse only once and with verification from a parent or guardian.

### Unexcused/Illegal Absences

1. Once a student accumulates **3** unexcused absences, a warning letter will be sent home to the parent/guardian of the student.
2. Once a student accumulates **6** unexcused absences, a warning letter will be sent home via mail to parent/guardian and a Truancy Elimination Plan must be discussed and drafted between the designated school official, parent/guardian, and the student.
3. After the **10th** unexcused absence, a third notification letter will be sent to the parents via certified mail. An attendance meeting will be held between the TIP coordinators, school, and family; the school will make a referral to the Truancy Intervention Program. If student and parent/guardian fail to attend Truancy Intervention Program (T.I.P.), Freedom Area School District will file charges with Freedom Magistrate for violation of compulsory school attendance. It is the student and parent/guardian's

- responsibility to bring appropriate paperwork to the Attendance Office to prove attendance at Truancy Intervention Program.
4. Once a student accumulates **more than 10** unexcused absences, Freedom Area School District will file charges with Freedom Magistrate (compulsory school attendance).
  5. Students will receive zero credit for all work on unexcused/illegal absences.

**Definition of an UNEXCUSED/ILLEGAL ABSENCE:**

- a. Skip days are not approved by the school (this act of truancy will result in ISS to be served by all parties involved in the skip day).
- b. Seen on or near school property and does not report to school
- c. Missing the bus, over sleeping, car failure
- d. Trips not approved in advance
- e. Working during the school day, helping at home (non-emergency), babysitting
- f. Hunting, fishing, shopping, eating breakfast, birthdays, etc. or any other reason that doesn't fall under State Regulations as an excused absence.

Disciplinary Procedure for Unexcused Absences – When the parent is not aware of the student's absence on any particular day, the student will serve ISS/OSS for skipping school that day. On the **FIRST** day of unexcused/illegal absence, the parent will be sent a disciplinary referral indicating ISS/OSS, depending on the student's prior record, and magistrate charges will be filed. Each additional unexcused/illegal absence will lead to additional disciplinary action(s). **The school will not accept parental notes for unexcused/illegal absence.**

**Freedom Area High School CTC Attendance Policy**

- All CTC students are required by the district to maintain an 85% attendance requirement to continue to participate in their respective program. Once the student falls under that 85% attendance rate, a parent conference will be scheduled to determine future eligibility at CTC.
- CTC students who drive are required to be back at Freedom Area High School no later than **10:40am**.
- Continued failure to return to Freedom Area High School by 10:40am will result in the student losing their driving privileges to CTC.

**TARDIES TO SCHOOL** - All tardies will accumulate on a yearly basis.

**Excused Tardies**

1. MUST SEND WRITTEN EXCUSE TO SCHOOL within 3 days of returning to school.
2. A maximum of 5 parent notes can be used to verify tardies.
3. All other tardies must be verified with a medical excuse or they will be deemed as unexcused.
4. All doctor's excuses must include the doctor's name and phone number for verification.
5. The same guidelines set by the State in regards to attendance will be followed to determine excused and unexcused tardies.

**Unexcused Tardies** - Disciplinary Procedure. Excessive tardies can impact eligibility.

1. Only unexcused tardies accumulate for disciplinary reasons
2. Students cannot make up work in any classes that were missed during unexcused tardies. Students will receive zero credit in those classes. To avoid this, students who are tardy

must have their valid excuse available when they arrive at school.

3. **Five (5) School tardies** = a warning letter sent home, lunch detention
4. **Ten (10) School tardies** = a warning letter sent home, and One-Hour Detention.  
If driver – loss of driving privileges length of time to be determined by administration.
5. **Fifteen (15) School tardies** = 2-hour detention and Magistrate charges will be filed.
6. The following reasons are considered to be unexcused tardies:
  - a. Sleeping in, the alarm did not go off, no one got me up.
  - b. Missed the bus, missed ride
  - c. Any other excuse not covered under the State exemption clause for mandatory attendance

**NOTE:** Students must be in school until 1pm to be permitted to participate in extracurricular activities that day after school. The student must arrive by 10:30am to be eligible for extracurricular activities. Valid tardy notes and early dismissal notes are mandatory in these cases. Extenuating circumstances will be reviewed by administration.

### **EARLY DISMISSALS**

Students wanting to be excused early from school must bring in a note from their parent/guardian explaining the **valid** reason for the dismissal. The note must be specific and the reason must be covered under the acceptable excuses outlined in the attendance policy. The parent/guardian must include a phone number on the note for the school to confirm in case the parent forgets to call the school. Students who attempt to use a forged early dismissal will be disciplined accordingly. All early dismissals will accumulate on a yearly basis.

**NOTE:** Students must SIGN OUT with the attendance office before leaving. No student is permitted to leave school without permission from the nurse and attendance office or administration. *Students leaving the building without signing out will be considered to be ‘cutting class’ and will face school consequences including assignment to Saturday Detention.*

### **Excused Early Dismissal**

1. MUST TURN IN WRITTEN NOTE TO ATTENDANCE OFFICE before school and receive an EARLY DISMISSAL PERMIT. Note must contain Student Name, Time of Early Dismissal, Reason for Early Dismissal including Doctor/Dentist name & phone number if applicable, Phone Number of Parent/Guardian, Parent/Guardian Signature.
2. A maximum of 5 parent notes can be used to excuse students for an early dismissal.
3. All other early dismissals must be verified with a doctor excuse or will be counted as unexcused. Student will receive a zero for any work missed due to an unexcused early dismissal.
4. All doctor’s excuses must include the doctor's name and phone number for verification.
5. The same guidelines set by the State in regards to attendance will be followed to determine excused and unexcused early dismissals.

### **Unexcused Early Dismissal** - Disciplinary Procedure

1. Only unexcused early dismissals accumulate for disciplinary reasons.
2. Students cannot make up work in any classes that were missed during unexcused early dismissals. Students will receive zero credit in those classes. To avoid this, students must turn in their valid note to the attendance office when they arrive at school.

3. **Five (5) unexcused early dismissals** = a warning letter sent home, lunch detention
4. **Ten (10) unexcused early dismissals** = a warning letter sent home and a one (1) hour detention
5. **Fifteen (15) unexcused early dismissals** = a 2-hour detention

#### **AUTOMATED MESSAGING SYSTEM**

An automated messaging system will telephone the students who have been recorded as absent to notify parents. If the student has a valid reason listed previously, then it will be considered if the parent note or doctor's excuse is received within three days and the student has not exceeded their given number of excuses.

**NOTE:** If the parent was not aware of the child's absence, the disciplinary action will be assigned immediately for truancy.

**NOTE TO PARENTS:** So that we can continue to work together to provide a sound education for your children, please follow these guidelines when writing absence or tardy excuses for your child: Include full name, dates of absences/tardies and reason for the absence/tardy. When writing the reason, please be as specific as possible. For example: "John was absent/tardy because he wasn't feeling well" would be better written as "John was absent/tardy because he had an upset stomach this morning." If the note is too vague, the excuse will be considered invalid and the student cannot make up work missed and may have further disciplinary action taken. Your cooperation will be greatly appreciated and extremely helpful when determining whether the absence/tardy is excused or unexcused according to State guidelines.

**NOTE:** The student must be in school for over half a day to get credit for a full day attendance.

# **Student Disciplinary Code**

## **LEVELS OF BEHAVIOR**

**Note:** Each behavior infraction carries with it a disciplinary action. Our philosophy in matters of discipline is that the student is ultimately responsible for his/her behavior; therefore, with a good balance of consequences and counseling, the student will be expected to improve his/her decision-making process that may have led to trouble in the past. Over a reasonable period of time, behavior problems and poor decision-making by the student should improve significantly. With parent involvement throughout this process, we hope to support and encourage the student, as well as provide consequences when necessary. It should be noted that an uncooperative attitude by the student could lead to expulsion.

### **Level 1**

- Classroom Disruption
- Tardy to Class (#1-2)
- Homework Incomplete (3+)
- Unprepared for Class
- Inappropriate Language
- Inappropriate/Uncooperative Behavior
- Cell Phone Violation (1-2)
- Inappropriate Bus Behavior (Minor)
- Hall Pass Abuse
- Eating or Drinking in an Unauthorized Area
- Dress Code Violation (1-2)
- Littering
- Verbal Dispute Between Students
- Horseplay/Scuffling

\*Disciplinary action for **Level 1** may be one or more of the following:

- Change Seating/Isolate
- Verbal Reprimand
- Hall Pass Restriction
- Hour Detention/Lunch Detention
- Administrative Conference/Warning
- Parental Contact (Mail or Phone)
- Academic Detention
- Administrative Discretion

### **Level 2**

- Habitual Level 1 Referral
- Tardy to Class (3-5)
- Tardy to School (10+)
- Class/Study Hall/PLT Cut
- Altercation/Confrontation (Minor)
- Inappropriate Bus Behavior (2<sup>nd</sup> Offense/Major)
- In Area Without Permission
- Defiant (Refusing to follow instructions)
- Possession of Lighter/Matches
- Unauthorized Use of Electronic Devices
- Dress Code Violation (3+)
- Insubordination/Disrespect (Minor)
- Inappropriate/Uncooperative behavior
- Cell Phone Violation (3+)
- Inappropriate Use of Technology (Minor)
- Public Display of Affection
- Inappropriate Language
- Did Not Serve Hour Detention
- Did Not Serve Academic Detention
- Did Not Report to Attendance Office
- Cafeteria Misconduct
- School Assembly/Activity Misconduct
- Behavior for Substitute Teacher
- Cheating/Plagiarism
- Driving/Parking Violation
- Behavior on a Field Trip (Minor)
- Filing a false report

\*Disciplinary action for **Level 2** may be one or more of the following:

- Administrative Conference/Warning
- Parental Contact (Mail/Phone)
- Hour Detention/Lunch Detention
- Two-Hour Detention
- Saturday Detention
- Parental Conference
- Hall Pass Restriction
- In-School Suspension
- Contact Probation Officer
- Suspension from Bus
- Loss of Driving Privileges
- Administrative Discretion

### Level 3

- Habitual Level 2 Referral
- Insubordination/Disrespect (Major)
- Destroy/Deface/Vandalize School Property
- Intimidation/Threats/Bullying
- Causing a Disruption
- Deceiving a Staff Member
- Altercation/Confrontation (Major)
- Fighting/Assault
- Harassment
- Stealing
- Act of Gambling
- Possession of a Tobacco, Nicotine, or Vape Product
- Smoking Policy Violation
- Left School Without Permission
- Hindering an Investigation
- Disorderly Conduct
- Safety Violation
- Inappropriate Use of Technology (Major)
- Forges a Pass
- Poor Sportsmanship at an Extra-Curricular Event (Spectator or Athlete)
- ISS/Detention Behavior
- Inappropriate Bus Behavior (3+ Offenses)
- Behavior on a Field Trip (Major)
- Other

\* Disciplinary action for **Level 3** may be one or more of the following:

- Parental Contact
- Probation Officer Contacted
- Police Contact
- Out of School Suspension
- In-School Suspension
- Informal Hearing
- Behavior Contract/Agreement
- Loss of Field Trip Privileges
- Restitution
- Probation/Hall Pass Restriction
- Community Service
- Parental Conference
- Loss of Technology Privileges
- Loss of Driving Privileges
- Administrative Discretion
- Loss of Extra-Curricular Privileges (Athletics, Dances, Etc.)

### Level 4

- Habitual Referral/Incorrigibility
- Weapons Policy Violation
- Drug/Alcohol Policy Violation
- Threatened Teacher/Staff
- Assault Teacher/Staff
- Sexual Harassment Violation
- Set Off Fire Alarm
- Set Fire On School Property
- Other
- Inciting a Disturbance/Riot
- Destroy/Deface/Vandalize Staff/Personal Property
- Bomb Scare Involvement
- Arson or Major Damage
- Indecent Exposure
- Endangers Self and/or Others
- Malicious Use of Technology
- Inappropriate conduct/contact

\*Disciplinary action for **Level 4** may be one or more of the following

- Strict Probation
- Informal Hearing
- Suspension (5 – 10 days)
- School Board Hearing for Expulsion
- Contact Police
- Contact Probation Office
- Loss of Field Trip Privileges
- Restitution
- Recommendation to Outside Agency for Counseling
- Loss of Driving Privileges
- Loss of Technology Privileges
- Administrative Discretion
- Loss of Extra-Curricular Privileges (Athletics, Dances, Etc.)

## **CLASS CUTS**

The following disciplinary action will be carried out for students cutting classes. Students who are out of class without permission are also considered to be cutting class.

- 1<sup>st</sup> Class Cut = 2 Hour Detention
- 2<sup>nd</sup> Class Cut = 1 Saturday Detentions from 8am – 11am each.
- 3<sup>rd</sup> or more Class Cuts = ISS – Parent/Teacher Conference

Students will receive zero credit for work missed in classes when they leave without permission. Failure to serve an assigned detention will automatically result in the next level of consequence.

## **TARDY TO CLASS**

Students who are late to class will be counted as tardy to class and the following disciplinary action will be carried out per each 9 weeks:

- 1<sup>st</sup> offense = Student will receive a verbal warning from the teacher and the office will be notified of the offense.
  - 2<sup>nd</sup> offense = Student will receive a one-hour detention and a letter will be sent home.
  - 3<sup>rd</sup> offense = Student will receive a two-hour detention.
  - 4<sup>th</sup> offense = Student will receive a Saturday detention.
  - 5<sup>th</sup> offense = Student and parent will be required to have a formal meeting with the High School Principal and Assistant Principal.
- \*Please note: Students that are not in their classroom at the starting time for each class are considered tardy. Any student that is more than **ten minutes** tardy to class will be counted as cutting that class for the day.

## **DRESS CODE**

Freedom students are expected to present a neat, clean and well-groomed appearance. Any attire causing a disruption to the educational process or posing a health or safety issue will not be permitted. This code applies to both male and female students. **Students not abiding by the dress code will be sent home to change into appropriate clothing or have their parents bring in a change of clothing for them. In addition to being asked to change, additional discipline will be assigned as follows:**

- 1<sup>st</sup>- Offense- Warning
- 2<sup>nd</sup> Offense- 1-Hour Detention & Phone Call to Parents
- 3<sup>rd</sup> Offense- 2 Hour Detention & Phone Call to Parents
- 4<sup>th</sup> Offense- Saturday Detention & Phone Call to Parents
- 5<sup>th</sup> Offense or More – In-School Suspension & Phone Call to Parents

1. Hats and head coverings are permitted as long as they do not disrupt the learning environment.
2. Hoods and non-prescription sunglasses are not to be worn in school on any occasion.
3. Clothing or jewelry with obscene or suggestive pictures or language may not be worn. This includes but are not limited to clothing that advertises drugs, alcohol, tobacco, and/or profanity.
4. Clothing which interferes with the normal function of a class or causes disharmony in the building is not permitted.

5. A student may not wear any apparel that reveals or exposes the midriff/lower back or sides of the upper body (torso), and/or undergarments. Pants must be cinched around the waist above the hips.
6. Shorts, skirts, and dresses must be worn at a length that reaches the middle of wearer's thigh.
7. Undergarments should not be exposed or visible.
8. Provocative dress such as see-through fabrics, deeply plunging necklines, strategic cutouts, and extreme bared midriffs will not be permitted.
9. No items that could, in the opinion of the teachers or administration, be used in any way as a weapon or is a health & safety issue. This includes but is not limited to: chains, spikes, etc.
10. Strapless tops and blankets are not permitted.
11. Shoes must be worn at all times. It is recommended that all footwear should strap, buckle, or tie to the student's foot and have a rubber sole.

**NOTE: The faculty and administration have the right to question a student's dress. The administration will take any necessary action for any item that is not specifically covered above.**

### **Electronic Device Policy (Board Policy 237)**

Freedom Area High School provides each student with a Chromebook, to be used for educational purposes. Students are not permitted to use personal electronic devices during instructional periods. Students must have their personal devices **off** and out of sight (in a cell phone caddy or backpack) at the beginning of the class. Devices may be retrieved when the bell rings, at the conclusion of class.

Electronic devices must not interrupt class, be visible or used in any way- including as a camera, calculator, or for text messaging during class time. Students are only permitted to use their cell phones before school, during pass time, lunch, and/or after school. **Cell phone use in class is only permitted when specifically directed by a teacher for an educational purpose.**

**Definition:** Electronic devices shall include all devices that can take photographs; record, play or edit audio or video data; store, transmit or receive calls, messages, text, data or images; operate online applications; or provide a wireless, unfiltered connection to the Internet.

Violations of this policy will result in the cell phone being confiscated. Failure to comply with reasonable requests to forfeit a cell phone will be considered insubordination.

Note: Cell phones are not permitted to be in the possession of a student during standardized testing (Keystone exams).

### **Consequences for Electronic Device Infractions:**

- 1<sup>st</sup> Offense: The student must turn their phone over to the teacher. The teacher will submit a disciplinary referral. The student will get their phone back at the end of the block and be assigned a 1-hour detention.
- 2<sup>nd</sup> Offense: The student must turn their phone over to the teacher. The phone will be sent down

to the office. The student will be able to get their phone at the end of the day. The teacher will submit a referral and the student will be assigned a 2- hour detention.

- 3<sup>rd</sup> Offense: The student is sent to the office and must submit their phone to an administrator. The teacher will submit a referral. The student is permitted to retrieve their phone at the end of the school day. The student will receive a Saturday detention and will be required to turn their phone into the office each morning, for one week, following the third offense.

- 4<sup>th</sup> Offense or more: The student is sent to the office and must turn the phone over to an administrator. The phone will only be released to the student's parent or guardian at the conclusion of the day. The student will be assigned in-school suspension.

## **DISCIPLINARY CONSEQUENCE DEFINITIONS**

### **Notes:**

- \* Teachers and Administration have the right to schedule academic detentions at their discretion.
- \* Ejection from an extra-curricular activity may also result in suspension from that activity from Principal and/or Assistant Principal.
- \* Student conduct at any off campus school related activity will result in severe disciplinary action.
- \* Consequences may be doubled if a student fails to serve them.

**LUNCH DETENTION** - Students who receive a lunch detention, will report to the assigned location after getting his/her lunch from the cafeteria. Students are to remain quiet in lunch detention and not sit directly by any other student receiving lunch detention. Students are required to turn their cell phone into the teacher. Students can eat their lunch and get out homework to work on during the lunch period. Students are not allowed to use their Chromebooks to play games during this time.

**ACADEMIC DETENTION** – Individual teachers assign academic referrals for infractions involving students needing tutoring, remediation or to make up tests, homework, etc. The 30 minutes will be scheduled at a time convenient for both teacher and student, with parent notification. Failure to serve academic referrals could result in further disciplinary actions.

**HALL PASS RESTRICTION** – Students on hall pass restriction will not be permitted to use the hall pass freely. Once in the morning and once in the afternoon will be arranged with specific teachers to monitor the student's use of the pass and to allow for restroom time. If a student needs to use the restroom during a class, he/she will be escorted to and from the assigned location by an adult. Abuse of this restricted time will result in detentions, extended day, in-school suspension, or out-of-school suspension. A student is not permitted out of his/her current class assignment during PLT. Teachers can restrict students from using the hall pass in their class at any time they feel the student has abused the privilege. The length of the restriction will be determined by administration.

**BEHAVIOR SUPPORT MEETING** – If a student receives three discipline infractions (write ups), a meeting may be called and scheduled with a parent/guardian to discuss the behaviors being exhibited. Every three consecutive infractions will require a meeting. The meeting will be scheduled by an administrator at a time that is convenient for the parent/guardian. Parents/guardians, student, teacher(s), and an administrator will meet to create a plan to

resolve/reduce the negative behaviors. The administration assigns hour detention for infractions. Hour detention is held after school from 2:40-3:40 on Tuesdays. Due to the school calendar or other circumstances, detention for the day could change to Thursday upon parent/student notification. Failure to serve the detention will result in a two-hour detention and ultimately serving time in in-school suspension, out-of-school suspension or expulsion.

**NOTE:** If the student is absent from school on the day of the scheduled detention, he/she must serve it on the next scheduled day he/she returns to school. Also, **parents are responsible for transportation.**

### **DETENTION**

Detention will be held on an assigned day for one or two hours. Students will be informed of which day of the week detention will be held prior to the detention day. Students and parents are responsible for providing their own transportation at the end of the session. At the beginning of detention, all students must turn their cell phones into the person monitoring the detention. Since this is a study session, students are required to report with books and other study materials. **No cards, games, electronic devices, cell phones, or food/drink are permitted.** Failure to report to a one-hour detention will result in a two-hour detention. Students who fail to report to automatically scheduled two-hour detention will be automatically assigned to **SATURDAY DETENTION (3 HOURS).**

Request for changes in dates for assigned detentions can only be made by parents and must be of a serious nature. No requests will be honored after the scheduled date. If a student is absent on the day of his/her detention or Extended Day, he/she will automatically be scheduled for the next detention, extended day or In-School Suspension.

**TWO-HOUR DETENTION** – The administration assigns a two-hour detention for infractions. Two-hour detention is held after school from 2:40-4:40 when assigned. Due to the school calendar or other circumstances, the day could change to Thursday upon parent/student notification. Failure to serve the detention for infractions will result in a Saturday detention, day of in-school suspension, possible out-of-school suspension, or expulsion.

**NOTE:** If the student is absent from school on the day of the scheduled detention, he/she must schedule a make-up date with the assistant principal on the day he/she returns to school. Also, **parents are responsible for transportation.**

### **RULES FOR AFTER SCHOOL DETENTION**

- Student(s) must be present at 2:45.
- Student(s) must sign in upon arriving.
- Student(s) must turn in his or her cellphone at the beginning of detention.
- There is no talking, sleeping, watching movies, or playing games in detention.
- If a student has a question about course work, they must raise their hand and it will be addressed by the detention monitor.
- If a student does not show up for detention or he/she cannot follow the rules, they will be assigned an additional detention (at a later date) or a Saturday detention.
- Students are permitted to use the restroom, however, if they are missing for a long period of time, they will need to make up that time.
- At 3:40 (1-hour) or 4:40 (2-hour) students will be dismissed.

**SATURDAY DETENTION** – The administration assigns a Saturday detention for class cuts or other disciplinary infractions. Saturday detention is held on Saturdays from 8:00 – 11:00 AM. Failure to serve a Saturday detention will result in additional discipline, but will not eliminate original discipline. **NOTE:** If a student is unable to attend an assigned Saturday detention, the parent/guardian must notify the administration with a valid excuse no later than 12:00 on Friday before detention. Also, **parents are responsible for transportation. Reasonable notice will be provided so students can arrange for transportation and/or adjust work schedule.**

**IN-SCHOOL SUSPENSION** – ISS is held in the Library. All core subject teachers will send class work to the ISS room during the day. All students must turn their cell phones in to the office at the beginning of ISS. Students are expected to work quietly and cooperate in all matters while in ISS. Breaks are worked into the schedule and the students eat lunch together. Misbehavior in ISS will result in out-of-school suspension.

### **IN-SCHOOL SUSPENSION (ISS) EXPECTATIONS**

- Student(s) must report to the office on the day when he or she has ISS.
- Upon arriving in the office, student(s) must turn in their cell phone. They will receive it at the end of the day.
- During ISS, student(s) must remain in their seats with their feet on the floor, with their hands to themselves, and facing forward.
- Student(s) are not permitted to play games, listen to music, use their headphones, or watch videos.
- Student(s) are only permitted to use their laptops for school work.
- There is no talking, making noises, or sleeping in ISS.
- If you have a question, raise your hand and it will be addressed by the ISS monitor.
- Student(s) will eat lunch in the ISS room. At 11:45, the ISS monitor will escort the student(s) to get their food. Lunch will be 11:55-12:25.
- Teachers will submit work for the students to compete during ISS.
- Student(s) are required to complete written assignments regarding their behavior that resulted in receiving an ISS.
- Student(s) will also meet with a guidance counselor to discuss why he or she received an ISS.
- Failure to follow the rules will result in another ISS.

**SUSPENSION (1-3 DAYS)** - Out of school suspensions are assigned for applicable infractions. Parents must be notified before a student can be suspended from school. In addition, the parents will be notified by mail about the reasons for the suspension. **A suspended student is not permitted on school property and cannot participate in or attend any extra-curricular activities during the suspension.** If a snow day falls during a student suspension, the suspension return date is delayed by the number of snow days incurred. A parent conference may be scheduled before the student can return to school. Parents may request an informal hearing upon receipt of the notice of suspension.

**SUSPENSIONS (4-10 DAYS)** – Suspensions of four or more days are used for more serious offenses. The same restrictions as listed for 1-3 day suspensions are in effect. In addition, the parents will be notified by mail about the reasons for the suspension. Included in the letter will be

the scheduled time, place, and location for an informal hearing with the administration, which is mandatory before the student can return to school.

**EXPULSION** – The most severe disciplinary consequence is an expulsion. Expulsion requires a formal hearing in front of a committee of the school board. Parents will be notified of all procedures and their due process rights before the hearing.

**OTHER ALTERNATIVES** – A student can be referred to the school psychologist, counselor, or an outside agency for counseling. The student will have to comply with the recommendations of these professionals. Expulsion from school is the last resort.

**PROBATION** – Probation will last for one semester. The student will be on hall pass restriction. The student will not be able to participate in or attend any extra-curricular activities (This is subject for review upon completing any counseling services during the probationary period). The student must meet daily with an assigned faculty/staff member. The student must adhere to all school rules and policies. Any school tardy or absence must be confirmed by telephone before 8:00 a.m. by a parent or guardian. Students may be required to avoid, whenever possible, certain areas and/or peers that have contributed to his/her making poor decisions in the past. Also, the student may not be permitted to attend field trips. Continued disciplinary actions during the period of probation may lead to long term suspension or expulsion.

### **DUE PROCESS**

No disciplinary action will be taken until the student is first notified on the reason(s) for the action taken by the administration.

No detention will be served until sufficient time is given for the student to notify their parents. It is our policy that ISS and OSS will not be served until parents have been notified. However, if parental contact is unsuccessful, ISS may be initiated.

Any suspension of 4-10 days must be accompanied by an informal hearing in the Principal's office within five days. The following requirements will be observed:

- A. Notification of the reasons for the suspension shall be given in writing to the parents or guardian and to the student.
- B. Sufficient notice of the time and place of the informal hearing shall be given.
- C. A student has the right to question any witnesses present at the hearing.
- D. A student has the right to speak and produce witnesses on his own behalf.

Any hearing for an expulsion from school in front of the Board of Education will follow these requirements:

- A. Notification of the charges shall be sent to the student's parents or guardian by certified mail.
- B. Sufficient notice of time and place of the hearing must be given.
- C. The hearing must be held in private unless the student or parent requests a public hearing.
- D. The student has the right to be represented by counsel.

- E. The student has the right to be presented with the names of witnesses against the student, and copies of the statements and affidavits of those witnesses.
- F. The student has the right to request that any such witnesses appear in person and answer questions or be cross-examined.
- G. The student has the right to testify and present witnesses on his own behalf.
- H. A record must be kept of the hearing, either by stenographer or by tape recorder. The student is entitled, at the student's expense, to a copy of the transcript.
- I. The proceeding must be held with all reasonable speed.
- J. Where the student disagrees with the results of the hearing, recourse is available in the appropriate state or federal court.

## **DRIVING TO SCHOOL**

Any student driving to school must register in the office. Parking will be limited to the area assigned by the Administration. All rules and regulations and procedures must be followed or the student will lose his/her privilege to drive to school.

1. All students must submit a completed and signed Parking Pass Application.
2. The cost of a parking pass is \$25 for the 2026-2027 school year.
3. Parking Passes must be displayed from the vehicle's rear view window.
4. Students will be assigned a parking spot in the upper lot only.
  - a. **PARKING IN THE LOWER LOT IS NOT PERMITTED WITHOUT ADMINISTRATION APPROVAL.**
5. Students must not drive recklessly on school property.
  - a. Driving privileges may be suspended or revoked by the Administration.
6. Student must not loiter in the parking lot before or after school.
7. Vehicles displaying offensive paraphernalia will not be permitted to park on school property.
8. Students are not permitted to go to their cars for any reason during the school day without being escorted by a hall monitor.
9. Students must park in their designated spaces.
10. CTC students are not permitted to drive to CTC unless permission is granted by CTC, the parents/guardians, and the high school administration.
  - a. All passengers are required to have written permission from both parents and CTC administration.
11. Those students who ride with illegal drivers will be subject to the same disciplinary action as the driver of the vehicle.
12. All vehicles parked on campus are subject to search.
13. Smoking/possessing alcohol products in a vehicle on school property is a smoking policy violation.
14. Students who leave school without permission will have their driving privileges suspended for one week for the first violation.
  - a. Subsequent violations may lead to long-term or permanent suspension of driving privileges.
15. Drivers who are tardy or absent to school ten (10) or more times during the school year will lose their driving privileges as defined by the Administration.
16. [CLICK HERE](#) for the CTC Driving Permission Slip. This form needs to be completed by the driver and the passenger.

**FINES** - A \$5.00/day fine can be imposed for the following reasons:

1. Any vehicle parked without a parking pass.
2. Any vehicle parked in the wrong spot in the upper lot
3. Any vehicle parked illegally or in unauthorized areas

**NOTE:** Any student who has lost his/her driving privilege and continues to drive to school will be disciplined. Further offenses can result in suspension, trespassing fine or loss of driving privilege for the remainder of the year without reimbursement of parking fees.

### **FREEDOM OF EXPRESSION**

Students have the right to express themselves unless such expression materially and substantially interferes with the educational process, threatens immediate harm to the welfare of the school or community, or encourages unlawful activity, or interferes with another individual's rights.

Students have the responsibility to obey laws governing libel and obscenity and to be aware of the full meaning of their expression. Students have the responsibility to be aware of the feelings and opinions of others and to give others a fair opportunity to express their views. (See harassment policy)

### **PLEDGE OF ALLEGIANCE/FLAG SALUTE**

It is the responsibility of every citizen to show proper respect for his/her country and its flag. However, students may decline to recite the pledge of allegiance and may refrain from standing and saluting the flag on the basis of personal belief or religious convictions.

### **SEARCHES**

A student, his/her locker or personal possessions (including his/her car on school grounds) may be searched when a school authority has established reasonable suspicion. Students may be asked to make personal bags and/or book bags available during random sweeps by police canines. Any student locker, personal bag, or vehicle may be searched under reasonable suspicion if a police canine identifies a scent on the item. Students are also subject to personal searches when a police canine identifies a scent coming from any student item or when reasonable suspicion has been established by administration. Any student who is in the restroom when a vape detector activates is subject to a search. (Please refer to District Policy 226)

### **STUDENT IN GOOD STANDING/STUDENT DEBT LIST**

On the 1<sup>st</sup> of each month, a notice will be sent to all teachers, staff & coaches asking for the names of students who owe money, equipment, uniforms, etc. to the school. Students whose names are reported will be given notice both in writing and in person of their debt. Students will then be given two weeks to turn in the reported items to remain a "Student in Good Standing". Students who do not fulfill their obligations within the two weeks' grace period will be placed on the "Student Debt List". They will also not be able to participate in any extra-curricular activities. This includes but is not limited to: sports, fine arts performances, dances, trips, etc.

**If a student does not rectify their student debt, driving privileges may be revoked.**

### **STUDENT VOICE IN GOVERNMENT**

Students will have the opportunity to voice their opinions and ideas for change through student government elections, class officer elections or through Principal's Advisory Council.

**FREEDOM AREA SCHOOL DISTRICT  
POLICIES:**

**To Access All the District Policies:**

<https://go.boarddocs.com/pa/free/Board.nsf/Public#>

**(District Policies are located in the top right-hand corner)**

**Sexual Harassment of Students  
District Policy 103**

The Freedom Area School District is committed to ensuring equal educational opportunities to all persons and does not discriminate on the basis of sex. Furthermore, the Freedom Area School District is committed to maintaining an educational environment for all its students which is free from any type of sexual harassment.

The Board of School Directors of the Freedom Area School District will not tolerate any behavior by administrators, faculty, staff or students which constitutes sexual harassment of a student.

For the purposes of this policy, the definition of sexual harassment of a student includes, but is not limited to, the following action: unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct or written communication of an intimidating, hostile or offensive sexual nature, where submission to such conduct is made, either implicitly or explicitly, a term or condition of the student's status in a course, program or activity; or submission to or rejection of such conduct by a student is used as a basis for academic or other decisions affecting such student; or such conduct has the purpose or effect of substantially interfering with a student's educational experience or creating an intimidating, hostile or offensive academic environment.

All reports of sexual harassment will be investigated in a confidential manner. Appropriate disciplinary action, including termination of employment or permanent expulsion from the school roles, may be imposed in proven circumstances.

**Harassment Policy**

Harassment in any form (verbal threats/hate acts) will not be tolerated.

Any incident that jeopardizes the health, safety or welfare of another student/staff member should be reported to the office for disciplinary action.

All threats will be taken seriously, and appropriate action will be taken up to and including fines and expulsion.

No student has the right to harass anyone. This includes verbal outburst, name calling, intimidation acts and third party messengers who instigate trouble.

Please remember that words can get you in trouble; think before you speak.

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## **Weapons Policy District Policy 218.2**

The Board of Education of the Freedom Area School District does hereby enact the following policy relative to use or possession of weapons upon School property.

1. **Purpose:** Weapons serve no educational purpose. The Board of Education directs that students of the Freedom Area School District found to be in possession of a weapon upon School property shall be subject to discipline as outlined herein.
2. **Definitions:** As used in this Policy, the following words shall have the meanings given to them by this section:
  - A. District – Freedom Area School District
  - B. Elementary – Grades Kindergarten through Fifth, inclusive
  - C. Explosive – Any substance or instrument by whose decomposition or combustion gas is generated with such rapidity as to cause a sudden breaking or bursting, usually accompanied by a loud noise. The term includes, but is not limited to, a bomb, incendiary device, gas bomb, grenade or ammunition of any kind.
  - D. Firearm – Any instrument, including but not limited to, a pistol, shotgun, rifle, starter gun or any look-alike of the same, which is designed or may readily be converted to expel a projectile by the action of an explosive or the expansion of gas therein.
  - E. Possession – That set of circumstances by which a student exercises control over an inanimate article, whether upon his or her person or in a place under his or her sole or mutual control.
  - F. Secondary – Grades Sixth through Twelfth, inclusive.
  - G. Student – A registered pupil of the School District in either the Elementary or Secondary Divisions.
  - H. Weapon – Means any explosive, firearm, blackjack, metal knuckles, dagger knife, razor or cutting instrument, cutting tool, nun chuck stick and any other tool, implement or instrument capable of inflicting serious bodily injury.
3. **Prohibited Activity:** Any student of the District who is in possession of a firearm, explosive or weapon as defined herein, on property being used by the District, or at any school function or activity, including District-authorized events held away from District property, including while the student is going to or returning from school, shall be in violation of this Policy.
4. **Procedures:**
  - A. Any employee of the District, upon learning of a violation of this Policy, shall immediately notify the Building Principal of the violation and the identity of the student(s) involved.
  - B. The Building Principal shall immediately investigate the alleged violation and take steps to confiscate the weapon(s).
  - C. After the weapon(s) is/are taken into custody or the Principal has otherwise confirmed the violation of the Policy, the Principal shall notify and/or summon:
    1. the local police
    2. the Superintendent of the district
    3. the parent(s) or guardian of any student(s) involved in the violation.
  - D. After the Principal has confirmed the violation of the

Policy, the Principal shall immediately notify the student(s) and the parent(s) or guardian(s) of the student(s) that the student(s) is/are suspended from school as outlined in the “Penalties” provisions of this Policy.

- E. The Building Principal shall be directly responsible for Investigating the violation on behalf of the District with the requested assistance of District Administrative personnel.

If the student involved is an elementary student & the violation is the possession of a firearm or explosive, as defined in this Policy, the student shall be cited for a ten (10) day out-of-school suspension and notified of the scheduling of a due process hearing to consider expulsion before the Board of Education, or a committee thereof, of the District. Said hearing shall be conducted pursuant to Department of Education regulations and the provisions of the Public School Code. If, after the formal expulsion hearing before the Board of Education, it is determined that the student had possession of a firearm or explosive on School property, or otherwise contrary to the provisions of this Policy, the student may be expelled for a period of up to one (1) year. The Board may consider possible defense(s) or other extenuating circumstances in setting the duration of the expulsion or other appropriate discipline measures.

- A. If the student involved is an elementary student and the violation is the possession of a weapon, not a firearm or explosive, the student shall be cited for a ten (10) day out-of-school suspension. The Building Principal will complete the investigation, consult with District and non-District professionals concerning the incident, and, through consultation with the District Superintendent and/or Assistant Superintendent, either:
  - A. Re-admit the student after the ten (10) day out-of-school suspension, with provisions for his/her behavior and activities on School property, or
  - B. Notify the student and parent(s) or guardian(s) of the scheduling of a due process hearing to consider expulsion before the Board of Education, or a committee thereof, of the District. Said hearing shall be conducted pursuant of Department of Education regulations and the provisions of the Public School Code. If, after the formal expulsion hearing before the Board of Education, it is determined that the student had possession of a firearm or explosive on School property, or otherwise contrary to the provisions of this Policy, the student may be expelled for a period of up to one (1) year. The Board may consider possible defense(s) or other extenuating circumstances in setting the duration of the expulsion or other appropriate discipline measures.
- E. In all cases proceeding under this Paragraph 5, it shall be a possible defense to be considered by the Board of Education, if evidence is offered by the student, that the weapon was possessed by the student in conjunction with a lawful supervised School activity or course or was possessed for other lawful purpose.

## **Fighting Policy District Policy 218.1**

The Freedom Area High School Fighting Policy consists of five (5) distinct elements:

1. Establish a significant consequence for fighting
2. Provide time for administrative action by the High School Administration
3. Initiate an Anger Control component for all combatants
4. Implement a “Conflict Resolution” course for students
5. Conduct “Conflict Management” training for faculty and staff.

These elements are integrated into two (2) formal categories that make up the policy:

- A. Confrontation Intervention
- B. Confrontation Prevention

Elements #1, #2 and #3 are contained in category “A”, and elements #4 and #5 are contained in category “B”.

### **Policy Operational Definitions**

#### **FIGHTING**

Violent physical confrontation between two or more individuals in which combatants are involved in the exchange of blows by hands, arms, legs and/or feet. **POLICE MAY ALSO BE CALLED AND DISORDERLY CONDUCT CHARGES FILED FOR FIGHTING ON SCHOOL GROUNDS.**

#### **ALTERCATIONS**

Offensive interactions between two or more individuals that may or may not involve physical activity, but demonstrating disruptive behavior and action, including but not limited to:

1. pushing
2. shoving
3. verbal shouts and/or name calling
4. verbal or physical harassment
5. disruptive behavior that interferes with the learning environment

#### **CONFLICT RESOLUTION**

Strategies and skills that prepare individuals to handle confrontational situations without the use of physical force. These strategies include effective communication, listening and anger management.

#### **CONFLICT MANAGEMENT**

Strategies and skills that train individuals to intervene in confrontational and conflict situations, to diffuse the violence, neutralize the parties and install calm so that diverse action can be taken.

### **CATEGORY “A”**

#### **1. Fighting**

- A. Up to a five (5) day suspension automatically imposed for the first offense. Parent conference necessary before student(s) re-admitted to school.
- B. Five to ten (5-10) day suspension on second offense, plus required Anger Control sessions. Informal hearing with school administration necessary before student(s) are re-admitted to school.

- C. Ten (10) day suspension automatically imposed on the third offense plus formal hearing before the Board of Education and the Superintendent for expulsion.
- D. Investigation of all fights will be conducted by the High School administration. After facts have been gathered, the administration will turn data over to local police with potential recommendations for pursuit of disorderly conduct or assault charges against any or all of the combatants.

**2. Altercations**

- A. For all disruptive behavior (pushing, shoving, name calling, harassment, etc.) up to three (3) days suspension for the first offense. Phone call to parents will alert parents of the incident. Parents must accompany student(s) back to school after serving suspension.
- B. Second offense of the altercation rule will invoke similar action as those in the fight section. Up to five (5) days suspension and necessary Parent Conference to re-admit the student(s) to school.
- C. Third offense will invoke a five to ten (5-10) day suspension, plus required Anger Control sessions and an informal hearing with High School administration to re-admit student(s) to school.
- D. Any and all subsequent incidents will invoke a minimum ten (10) days suspension plus a formal hearing before the Board of Education and the Superintendent with a recommendation for expulsion.

**NOTE:** If at any time during a student fight or altercation a teacher, administrator or staff member is struck, the individual responsible for inflicting the blow will immediately be suspended for ten (10) days and a formal hearing before the Board of Education and Superintendent for expulsion will be held.

**CATEGORY “B”**

**1. Conflict Resolution**

Conflict resolution course of study will be offered through the Health curriculum. All students will be required to take this mini course which is designed to provide students with skills and strategies to diffuse anger and handle conflict and confrontation in non-combative ways.

**2. Conflict Management**

Faculty, staff and students will be trained in techniques that are proven measures to control violence. Skills will be developed that permit these individuals to intervene in a volatile situation, neutralize the combatants, diffuse the anger and return order to the situation.

## **FREEDOM AREA SCHOOL DISTRICT**

### **Drug and Alcohol Policy and Administrative Guidelines**

#### **PREAMBLE**

This policy including its rules, regulations and guidelines is a coordinated effort by the Freedom Area School District to openly and effectively respond to potential and current uses and abuses of drugs, alcohol and mood altering substances by members of its entire student population. It is intended to protect the health, safety and welfare of all concerned as well as to maintain the rapport existent among students and staff.

#### **STATEMENT OF PHILOSOPHY**

The Freedom Area School District recognizes that the misuse of chemicals is a serious problem. The district adopts the position that students must be chemically free in order to function and develop in the most productive and healthy manner. Concern for the individual as well as for the health, safety and welfare of the entire school community is addressed in this policy.

#### **DEFINITION OF TERMS**

**Assessment** – includes both psychological and physiological examinations. Any costs involved are the responsibility of the student's parent(s) or legal guardian(s).

**Behavior, Cooperative** – shall be defined as the willingness of a student to work with staff and school personnel in a reasonable and helpful manner, complying with requests and recommendations of the members of the Student Assistance Program Team.

**Behavior, Uncooperative** – is resistance or refusal, verbal, physical or passive, on the part of the student to comply with reasonable request or recommendations of school personal. Defiance, assault, deceit and flight shall constitute examples of uncooperative student behavior. Uncooperative behavior shall also include the refusal to comply with the recommendations of the members of Student Assistance Program Team. (Any uncooperative behavior will result in a minimum of 5-day suspension)

**Distributing** – deliver, sell, pass, share or give any alcohol, drug or mood altering substance, as defined by this policy for one person to another.

**Drug** – alcohol, anabolic steroids, mood altering substance, narcotic or other health endangering compound that includes but is not limited to alcohol, any alcoholic beverage, tranquilizer, amphetamine, synthetic opiate, marijuana, LSD or other hallucinogen, glue, solvent-containing substances, controlled substance, abused substance or medication for which a prescription is required under the law and/or any substance which is intended to alter mood.

Examples of the above include but are not limited to beer, wine, liquor, marijuana, hashish, chemical solvents, glue, "look alike and counterfeit substances" and any capsules or pills not registered with the nurse, annotated within the School District Policy for the administration of medication to students in school. A more comprehensive list would include all substances identified in the following laws.

1. Drug, Device and Cosmetic Act 1971(Commonwealth of PA) as Amended.
2. Public Law 91-513 Comprehensive Drug Abuse Prevention and Control Act of 1979 (Federal Law) as amended.

3. The Controlled Substance Drug, Device and Cosmetic Act of April 1972 (P.L. 233, No. 64) as amended.

**Drug Paraphernalia** – includes any utensil or item, which can be associated with the use of drugs, alcohol or mood altering substances. Examples include, but are not limited to, roach clips, pipes and bowls.

**Look-A-Like Drugs** – are any substances manufactured or designed to resemble drugs, narcotics or other health endangering compounds included above in the definition of drug.

**Possession** – possesses or holds, without any attempt to distribute, any alcohol, drug or mood-altering substance determined to be illegal or as defined by this policy.

**Prevention/Intervention Specialist** – is a program specialist with expertise in the area of chemical dependency and other student high-risk behaviors.

**Student Assistance Program (SAP)** – is a multi-disciplinary team composed of teachers, administrators, nurses, counselors and a prevention/intervention specialist. This team has been trained to understand and work on issues of adolescent chemical use, abuse and dependency and will play a primary role in the identification and referral process of students coming to their attention through the procedures outlined on this policy.

A Student Assistance Program is a way to identify students who are having problems in school because of drug or alcohol use (or other high-risk behaviors) and refer them for help. It is an intervention, NOT a treatment program. A student assistance program provides a way for school officials to help students at the same time as they are dealing with the student's chemical use as a disciplinary offense. The heart of the program is the student assistance team, a core group of school personnel who are specially trained to work with these students. Core team members receive referrals from administrators, faculty and staff, parents and students themselves. Referrals can be initiated by drug and alcohol policy violations: but more commonly, they happen because of observed changes in behavior or performance, which may or may not be drug related. The team's job is to conduct a pre-assessment to determine if the student can be helped within the school or if the student needs to be referred to an outside agency.

## **RULES, REGULATIONS AND GUIDELINES**

All school district personnel are to report any student who, while under the school's jurisdiction, is under the influence of alcohol, other drugs or mood altering substances, or who possesses, uses, dispenses, distributes, sells or aids in the procurement of alcohol, other drugs or mood altering substances. Students observed doing any of the above behaviors shall be subject to discipline pursuant to the provisions and procedures outlined in this policy.

As a key component of the Freedom Area School District Drug and Alcohol Prevention/Intervention Program, these guidelines represent one component in a district-wide effort to respond effectively to drug, mood altering substance and alcohol related situations that may occur at school or at school-sponsored activities. The following guidelines are intended to provide a consistent disciplinary means to respond to drug, mood altering substance and alcohol related incidents. The Freedom Area School District will provide a consideration for the students' legal rights and responsibilities. The School Board reserves the right to use extraordinary measures

deemed necessary to control substance abuse even if the same is not provided for specifically in any rule or regulation enumerated herein.

### **BREATHALYZER POLICY**

Students reasonably suspected of consuming or having consumed alcohol may be required to take a test, which determines blood alcohol concentration. Only the police shall conduct the test. Refusal to take the test may be considered uncooperative behavior.

If the results are negative and the student still exhibits abnormal behavior, further assessments will be required.

## **Drug and Alcohol Policy and Administrative Guidelines District Policies 222 & 227**

### **Purpose**

The Board recognizes that tobacco and vaping products, including the product marketed as Juul and other electronic cigarettes, present a health and safety hazard that can have serious consequences for users, nonusers and the school environment. The purpose of this policy is to prohibit student possession, use, purchase and sale of tobacco and vaping products, including Juuls and other electronic cigarettes.

### **Definition**

State law defines the term tobacco product to broadly encompass not only tobacco but also vaping products including Juuls and other electronic cigarettes (e-cigarettes). Tobacco products, for purposes of this policy and in accordance with state law, shall be defined to include the following:

1. Any product containing, made or derived from tobacco or nicotine that is intended for human consumption, whether smoked, heated, chewed, absorbed, dissolved, inhaled, snorted, sniffed or ingested by any other means, including, but not limited to, a cigarette, cigar, little cigar, chewing tobacco, pipe tobacco, snuff and snus.
2. Any electronic device that delivers nicotine or another substance to a person inhaling from the device, including, but not limited to, electronic nicotine delivery systems, an electronic cigarette, a cigar, a pipe and a hookah.
3. Any product containing, made or derived from either:
  - a. Tobacco, whether in its natural or synthetic form; or
  - b. Nicotine, whether in its natural or synthetic form, which is regulated by the United States Food and Drug Administration as a deemed tobacco product.
4. Any component, part or accessory of the product or electronic device listed in this definition, whether or not sold separately.

The term tobacco product does not include the following:

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

NOTE: *This exception shall be governed by Board policy relating to Medications.*[3]

2. A device, included under the definition of tobacco product above, if sold by a dispensary licensed in compliance with the Medical Marijuana Act. NOTE: *Guidance issued by the PA Department of Health directs schools to prohibit possession of any form of medical marijuana by students at any time on school property or during any school activities on school property. This exception shall be governed by Board policy relating to Controlled Substances/Paraphernalia.*

### **Authority**

The Board prohibits possession, use, purchase or sale of tobacco and vaping products, including the product marketed as Juul and other e-cigarettes, regardless of whether such products contain tobacco or nicotine, by or to students at any time in a school building; on school buses or other vehicles that are owned, leased or controlled by the school district; on property owned, leased or controlled by the school district; or at school-sponsored activities that are held off school property.

The Board prohibits student possession or use of products marketed and sold as tobacco cessation products or for other therapeutic purposes, except as authorized in the Board's Medication policy.

The Board prohibits student possession of any form of medical marijuana at any time in a school building; on school buses or other vehicles that are owned, leased or controlled by the school district; on property owned, leased or controlled by the school district; or at school-sponsored activities that are held off school property.

The Board authorizes the confiscation and disposal of products prohibited by this policy.

The Board directs the Superintendent or designee to cause each electronic cigarette that is confiscated to be tested for the presence of THC or other controlled substances. The costs of these tests shall be paid by the student or their parent.

### **Delegation of Responsibility**

The Superintendent or designee shall develop administrative regulations to implement this policy.

The Superintendent or designee shall notify students, parents/guardians and staff about the Board's tobacco and vaping products policy by publishing information in student handbooks, parental newsletters, posters, and by other efficient methods, such as posted notices, signs, on the district website and in the Code of Student Conduct.

## **Reporting**

### *Parental Report –*

The Superintendent or designee shall notify the parent/guardian of any student directly involved in an incident involving possession, use, purchase or sale of a tobacco or vaping product, including a Juul or other e-cigarette, immediately, as soon as practicable. The Superintendent or designee shall inform the parent/guardian whether 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.

### *Office for Safe Schools Report -*

The Superintendent shall annually, by July 31, report all incidents of possession, use or sale of tobacco and vaping products, including Juuls or other e-cigarettes, by students to the Office for Safe Schools on the required form.

### *Law Enforcement Incident Report –*

The Superintendent or designee may report incidents of possession, use or sale of tobacco and vaping products, including Juuls or other e-cigarettes, 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 school police, School Resource Officer (SRO) or 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.

## **Guidelines**

A student who violates this policy shall be subject to prosecution initiated by the district and, if convicted, shall be required to pay a fine for the benefit of the district, plus court costs. In lieu of the imposition of a fine, the court may admit the student to an adjudication alternative.

Tampering with devices installed to detect use of tobacco or vaping products shall be deemed a violation of this policy and subject to disciplinary action.

## **Students with Disabilities**

In the case of a student with a disability, including a student for whom an evaluation is pending, the district shall take all steps required to comply with state and federal laws and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.

## **Purpose**

The Board recognizes that the abuse of controlled substances is a serious problem with legal, physical and social implications for the whole school community. As an educational institution, the schools shall strive to prevent abuse of controlled substances.

## **Statement of Philosophy**

The Freedom Area School District recognizes that the misuse of chemicals is a serious problem. The district adopts the position that students must be chemically free in order to function and develop in the most productive and healthy manner. Concern for the individual as well as for the health, safety and welfare of the entire school community is addressed in this policy.

## **Definitions**

For purposes of this policy, controlled substances shall include all:

1. Controlled substances prohibited by federal and state laws.
2. Look-alike drugs.
3. Alcoholic beverages.
4. Anabolic steroids.
5. Drug paraphernalia.
6. Any volatile solvents or inhalants, such as but not limited to glue and aerosol products
7. Substances that when ingested cause a physiological effect that is similar to the effect of a controlled substance as defined by state or federal law
8. Prescription or nonprescription (over-the-counter) medications, except those for which permission for use in school has been granted pursuant to Board policy.

For purposes of this policy, under the influence shall include any consumption or ingestion of controlled substances by a student.

For purposes of this policy, look-alike drug shall include any pill, capsule, tablet, powder, plant matter or other item or substance that is designed or intended to resemble a controlled substance prohibited by this policy, or is used in a manner likely to induce others to believe the material is a controlled substance.

## **Authority**

The Board prohibits students from using, possessing, distributing, and being under the influence of any controlled substances during school hours, at any time while on school property, at any school-sponsored activity, and during the time spent traveling to and from school and to and from school-sponsored activities.

The Board may require participation in drug counseling, rehabilitation, testing or other programs as a condition of reinstatement into the school's educational, extracurricular or athletic programs resulting from violations of this policy.

In the case of a student with a disability, including a student for whom an evaluation is pending, the district shall take all steps required to comply with state and federal laws and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.

## **Off-Campus Activities**

This policy shall also apply to student conduct that occurs off school property or during nonschool hours to the same extent as provided in Board policy on student discipline.

## **Delegation of Responsibility**

The Superintendent or designee shall develop administrative regulations to identify and control substance abuse in the schools which:

1. Establish procedures to appropriately manage situations involving students suspected of using, possessing, being under the influence, or distributing controlled substances.
2. Disseminate to students, parents/guardians and staff the Board policy and administrative regulations governing student use of controlled substances.
3. Provide education concerning the dangers of abusing controlled substances.
4. Establish procedures for education and readmission to school of students convicted of offenses involving controlled substances.

## **Guidelines**

Violations of this policy may result in disciplinary action up to and including expulsion and referral for prosecution.

The Superintendent or designee shall immediately report required incidents and may report discretionary incidents involving possession, use or sale of controlled substances 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.

The Superintendent or designee shall notify the parent/guardian of any student directly involved in an incident involving possession, use or sale of controlled substances 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.

In accordance with state law, the Superintendent shall annually, by July 31, report all incidents of possession, use or sale of controlled substances to the Office for Safe Schools.

In all cases involving students and controlled substances, the need to protect the school community from undue harm and exposure to drugs shall be recognized.

No student may be admitted to a program that seeks to identify and rehabilitate the potential abuser without the intelligent, voluntary and aware consent of the student and parent/guardian.

### **Anabolic Steroids**

The Board prohibits the use of anabolic steroids by students involved in school-related athletics, except for a valid medical purpose. Body building and muscle enhancement, increasing muscle bulk or strength, or the enhancement of athletic ability are not valid medical purposes. Human Growth Hormone (HGH) shall not be included as an anabolic steroid.

Students shall be made aware of the dangers of steroid use; that anabolic steroids are classified as controlled substances; and that their use, unauthorized possession, purchase, or sale could subject students to suspension, expulsion and/or criminal prosecution.

### **Reasonable Suspicion/Testing**

If based on the student's behavior, medical symptoms, vital signs or other observable factors, the building principal has reasonable suspicion that the student is under the influence of a controlled substance, the student may be required to submit to drug or alcohol testing. The testing may include but is not limited to the analysis of blood, urine, saliva, or the administration of a Breathalyzer test.

### **Breathalyzer Policy**

Students reasonably suspected of consuming or having consumed alcohol may be required to take a test which determines blood alcohol concentration. Only the police shall conduct the test. Refusal to take the test may be considered uncooperative behavior.

If the results are negative and the student still exhibits abnormal behavior, further assessments will be required.

## **No-Smoking Policy District Policy 222**

This no-smoking policy in school buildings and school buses and on school property owned by, leased by or under the control of the school district is authorized under Act 168 of 1988 regulating smoking in certain public places and signed by the Governor of Pennsylvania on December 21, 1988 and became effective sixty days thereafter. Please refer to Freedom Area School District Policy 222, Tobacco Use.

**SECTION I:** Tobacco use by pupils, including smoking, E-cigarettes/vapors, and the use of smokeless tobacco in any form, is prohibited in all school buildings and school buses and on school property owned by, leased by or under the control of the Freedom Area School District.

**SECTION II:** Tobacco use by School District employees, including smoking, E-cigarettes/vapors, and the use of smokeless tobacco in any form, is prohibited in all school buildings of the Freedom Area School District.

**SECTION III:** Tobacco use by all persons who are not pupils or employees of the School District, including smoking, E-cigarettes/vapors, and the use of smokeless tobacco in any form, is prohibited in all school buildings and school buses owned by, leased by or under the control of the Freedom Area School District.

**SECTION IV:** The following penalties may be imposed when the no-smoking or no-tobacco use policy is violated:

- A. Penalties for violation of this policy by a pupil are as stated in the Student Handbook;
- B. A violation of this policy by any person, including a pupil or an employee, may be cause for removal from the school building and/or for charges to be filed before a District Justice.

**SECTION V:** This Resolution became effective immediately upon adoption by the School Board of the Freedom Area School District at a regular meeting held on the 10<sup>th</sup> day of September, 1992.

**SECTION VI:** Notice of this policy was given to the Freedom Area School District employees, students and parents and to the public, as provided in Act 168 Of 1988.

*Note: Act 145 has been amended to include possession of lighted and unlighted tobacco products and smokeless tobacco.*

**1st Offense**-(Possession and/or use)-2 Days OSS and 1 Day ISS & Fine (During the day of ISS, student will have the opportunity to complete online course-at the completion of the course, the Fine will be removed

**2nd Offense**-(Possession and/or use)-4 Days OSS and 1 Day ISS & Fine

**3rd Offense**-(Possession and/or use)-5 Days OSS & Fine

- Strong circumstantial evidence will result in disciplinary action.
- Hiding in bathroom stalls or around corners, acting as a look-out and smoking in a car on school property are prohibited.
- First time offenders may be eligible to attend a Tobacco-user Program in lieu of a fine.
- The items will be confiscated and properly disposed of.
- The district reserves the right to test e-cigarettes/vapes/smoking devices for THC.

## **Searches**

### **District Policy 226**

#### **Purpose**

The Board acknowledges the need to respect the rights of students to be free from unreasonable searches and seizures while fulfilling the district's interest in protecting and preserving the health, safety and welfare of the school population, enforcing rules of conduct, and maintaining an appropriate atmosphere conducive to learning.

#### **Authority**

School officials have the authority to lawfully search students or their belongings, including lockers, automobiles, electronic devices, purses, backpacks, clothing, and other possessions, without a warrant, when in school, on school grounds or when otherwise under school supervision, if there is a reasonable suspicion that the place or thing to be searched contains prohibited contraband, material that would pose a threat to the health, safety and welfare of the school population, or evidence that there has been a violation of the law, Board policy, or school rules. The scope and extent of searches must be reasonable in relation to the nature of the suspected evidence, contraband or dangerous material and to the grounds for suspecting that it may be found in the place or thing being searched.

The district has a compelling interest in protecting and preserving the health, safety and welfare of the school population, which under certain circumstances may warrant general or random searches of students and their lockers, vehicles or other belongings without individualized suspicion, for the purpose of finding or preventing entry onto school property of controlled substances, weapons or other dangerous materials.

#### **Delegation of Responsibility**

The Board authorizes the administration to conduct searches of students or their belongings, including lockers, automobiles, electronic devices, purses, backpacks, clothing, and other possessions in accordance with the standards set forth in this policy.

The Superintendent or designee, in consultation with the district solicitor, shall develop guidelines and procedures to implement this policy, and shall ensure that school staff who are involved in carrying out searches or determining when searches will be conducted receive appropriate periodic training about such procedures and currently applicable legal standards.

Students, parents/guardians and staff shall be notified at least annually, or more often if deemed appropriate by administration, about the standards and procedures in effect pursuant to this policy.

#### **Guidelines:**

##### **Individualized Suspicion Searches**

Students or their belongings, including lockers, automobiles, electronic devices, purses, backpacks, clothing, and other possessions, may be searched without a warrant when in school, on school

grounds or when otherwise under school supervision, if there is a reasonable suspicion that the place or thing to be searched contains prohibited contraband, material that would pose a threat to the health, safety and welfare of the school population, or evidence that there has been a violation of the law, Board policy, or school rules. The scope and extent of searches must be reasonable in relation to the nature of the suspected evidence, contraband or dangerous material and to the grounds for suspecting that it may be found in the place or thing being searched.

In determining whether reasonable suspicion exists, the principal or designee always should be able to articulate what is being looked for, and why it is thought to be located in the particular place to be searched. The scope of a search should be limited to the place or places the item sought is believed to be.

Examination by school staff of text messages, call logs, files, images or other data contained in a student's mobile telephone or other electronic device, without the student's consent, normally constitutes a search that must be justified by reasonable suspicion that material in violation of law, district policy or school rules, or evidence of such a violation, is contained in the particular files, directories or other data locations being examined in the device.

### **Random or General Searches Without Individualized Suspicion**

Under certain circumstances, random or general searches of students and their belongings, including student lockers or vehicles parked on school property, may be conducted during the school day or upon entry into school buildings or school activities, in the absence of suspicion focused on a particular student or students, for the purpose of finding or preventing entry onto school property or activities of controlled substances, weapons or other dangerous materials. Such searches normally will be conducted in a minimally intrusive manner using screening methods such as dogs or other animals trained to detect controlled substances, explosives or other harmful materials by smell, as well as metal detectors and other technology. When such screening methods provide a reasonable suspicion that particular students, items or places possess or contain controlled substances, weapons or other dangerous material, screening may be followed by physical searches of those particular students, items or places on an individualized basis.

Random or general searches for weapons may be conducted when there are circumstances, information or events tending to indicate increased likelihood that students may be armed or headed for physical confrontation because of community strife or tensions, or as a continuation or escalation of a prior incident, in or out of school, which threatens to spill over into school, into a school-sponsored activity, or into other times and places that students are under school supervision.

Random or general searches for controlled substances may be conducted when there are circumstances, events or information tending to indicate significant drug use, possession or trafficking among students in school.

### **Searches Upon Consent**

Searches may be conducted at any time, with or without reasonable suspicion, if the student has given knowing and voluntary consent specific to the place to be searched.

The administration may establish rules and procedures governing certain privileges enjoyed by students, such as the privilege of parking a vehicle on school grounds, that make the student's consent to random searches or inspections a condition of access to the privilege.

### **Searches by or at the Request of Law Enforcement Officials**

The legal standards governing searches initiated by school officials are less strict than the standards applicable to law enforcement authorities in many situations. When searches of students, student belongings, vehicles or lockers are conducted by or at the request of law enforcement officials, with or without the involvement of school staff, the law enforcement officials are solely responsible for ensuring that a warrant has been issued or that the circumstances otherwise permit the search to be lawfully conducted in accordance with the standards applicable to law enforcement actions. School staff will not interfere with or obstruct searches initiated by law enforcement, but may assist when law enforcement officials have requested such assistance and have represented that a warrant has been issued or that they otherwise have proper authority for a lawful search.

### **Locker Inspections and Searches**

Lockers are assigned to or otherwise made available to students as a convenience for the safe storage of books, clothing, school materials and limited personal property, and to facilitate movement between classes and activities and to and from school. Such lockers are and shall remain the property of the school district, and to the extent students have any expectation of privacy of lockers at all, it is very limited.

No student may place or keep in a locker any substance or object that is prohibited by law, Board policy or school rules, or that constitutes a threat to the health, safety or welfare of the occupants of the school building or the building itself. Students are required to ensure that their lockers do not contain spoiled food items or beverages, or soiled clothing which may attract pests, create odors or cause unhealthy conditions. A student locker may be opened and inspected for cleanliness, with or without the consent of the student, whenever there are odors, pests or other indications that a locker contains spoiled food, soiled clothing in need of laundering or similarly unhealthy matter.

Students are exclusively responsible for locking their assigned lockers to ensure the security of their personal belongings and school property entrusted to them. Students are permitted to secure their assigned lockers only with locks provided by the district, or if the district does not provide locks, personal combination locks for which the combination has been provided to designated school staff.

Prior to an individual locker search or inspection, the student to whom the locker is assigned shall be notified and be given a reasonable opportunity to be present. However, when there is a reasonable suspicion that a locker contains materials which pose a threat to the health, welfare or safety of the school population, student lockers may be searched without prior notice to the student.

The principal or a designated staff person shall be present whenever a student locker is inspected for cleanliness or is searched. The principal or designee shall maintain written records of all occasions when a locker is searched or inspected. Such records shall include the reason(s) for the search, persons present, objects found and their disposition.

### **Searches Involving Removal of Clothing or Examination Beneath Clothing**

Searches of students involving the removal of undergarments or examination beneath undergarments are subject to stricter standards than are required to justify other searches of a student's person or belongings. Such searches are permitted only when the basis for suspicion establishes either:

1. That the reasons for believing that the items being searched for are concealed specifically inside undergarments are stronger reasons than grounds that would support only a more general reasonable suspicion that the student is in possession of the items or has them somewhere on the student's person; or,
2. That the quantity or nature of the items being sought present a higher level of danger to the school population than other kinds of contraband.

Searches involving the removal of or examination beneath any clothing of a student, other than jackets, coats or other outerwear, shall be conducted only by a staff person of the same gender as the student, with at least one (1) other staff person of the same gender present as a witness, and in a location assuring privacy from observation by persons not involved in the search or of the opposite sex.

Searches involving the removal of undergarments or examination beneath undergarments will be conducted only after consultation with the district solicitor.

### **Handling and Disposal of Items Found in the Course of Searches**

Any items or material found during a search or inspection, the student's possession of which is in violation of law, district policies or school rules, or otherwise is evidence of such a violation, may be confiscated, and may be used as evidence in student discipline proceedings or a criminal investigation, even if such items or material were not the original objective of the search or inspection.

The principal shall be responsible to ensure that confiscated items or material are properly inventoried and secured until the conclusion of disciplinary action, if any, and are then properly disposed of if not appropriate to be returned to the student. Items or materials that are evidence of a criminal offense, or that are not lawful for ordinary citizens to possess will be promptly turned over to proper law enforcement authorities for custody or disposal.

## **Depression/Suicide – Responding to Students-At-Risk District Policy 236.1**

### **PURPOSE**

Adhering to District procedures in a crisis situation expedites the critical decision making process, thus providing timely intervention to our students. In addition, our procedures support and protect staff by providing for shared responsibility. Effective and efficient management of suicidal ideation behavior in a system as large as Freedom is contingent on staff awareness of role responsibilities.

The Freedom Area School District recognizes the need for a program that intervenes on behalf of students at risk. The purpose of the program is to coordinate efforts of staff members, family and community services in a response to a crisis situation. Services will be provided in an attempt to prevent harm to the student at risk and to develop within the student a feeling of self-worth.

### **AUTHORITY**

Every Freedom School District employee, certified and non-certified, must report any evidence of a student's being at risk for suicide to the counseling staff. If counseling staff are unavailable, the building administrator must be contacted. If evidence of physical injury or need for medical attention exists, the school nurse should be the initial contact. Evidence of at-risk behavior may be manifested in the following ways:

1. Student classroom writings, i.e. notes, assignments
2. Direct expression of suicidal ideation
3. Indirect fatalistic expressions by student
4. Self-abusive or self-mutilating behaviors
5. Expressions of peer concern
6. Expressions of parental concern

In these situations, students and staff members must understand that the issue of confidentiality shall no longer apply until the student's safety and welfare are secured.

### **DEFINITIONS**

**Crisis** – an unpredictable tragic event which can happen, either on or off of school property, and has the potential to have significant impact upon the school community

**Crisis Team** – is a team of trained personnel who help establish and implement a pro-active plan which would respond to the unique needs of a particular building and ensure an effective response if and when a crisis occurs

**Intervention** – is a means of assisting an individual to learn more effective ways of coping with the present critical situation

**Prevention** – is a process that serves to counteract stressful and life-threatening situations

**Post-vention** – consists of those activities that serve to reduce the after-effects of a traumatic event. The purpose is to help survivors live longer, more productive and less stressful lives than they are likely to do otherwise and to discourage "copy-cat" behaviors.

**Student Assistance Program (SAP) Team** – is a multi-disciplinary team composed of teachers, administrators, nurses, counselors and a prevention/intervention specialist. This team has been trained to understand and work out issues of adolescent chemical use, abuse and dependency and will play a primary role in the identification and referral process of students coming to their attention through the procedures outlined in this policy.

**Students at Risk** – a student who has indicated by changed behavior, depression or verbal remarks that he/she may be contemplating a suicide attempt.

## **SUICIDAL IDEATION**

Suicidal ideation by a student shall be considered an attitude of hopelessness and despair, verbal or written expressions of death, or a wish/desire to die (examples: social isolation, giving away personal belongings, suicide notes, wills).

### **IMMEDIATE ACTION:**

Staff member will notify Principal, SAP Team, Prevention Specialist and Counselor

Prevention Specialist or Counseling staff will take the following action:

1. Interview the student to assess the level of risk in terms of:
  - a. history of previous ideations/attempt
  - b. existence/specificity of plan
  - c. availability of planned method
  - d. availability of the means – guns, pills
  - e. loss or losses as a prescription factor
  - f. symptoms of sleep disturbance, eating disturbance, social withdrawal, feelings of helplessness, agitation, hospitality
  - g. history of impulsivity and coping mechanisms
  - h. motivational clues/precipitating stressors
2. Collect all pertinent information

### **IF STUDENT IS ASSESSED TO BE:**

#### **High Risk**

The student conveys an attitude of hopelessness and despair, expresses a desire, wish or willingness to die, expresses a desire to threaten or harm others and or indicates a place, time and method for suicide attempt.

- a. If possible, have student relinquish any weapons or pills
- b. Arrange for an appropriate staff member to stay with the student
- c. Contact parent/guardian requesting immediate in-school parent conference with principal/SAP team member
- d. Immediate and mandatory referral to a County SAP Mental Health Liaison (724)869-2222, Staunton Clinic Emergency Mental Health Services (724)775-5208 or a private licensed psychologist.

- e. Parent/guardian is to transport to appropriate MH facility
- f. Student admitted back to school based upon the recommendation of assessment and a back to school conference with principal/SAP team member
- g. Student must follow through with all treatment recommendations.
- h. Student will be monitored by a SAP team member upon return to school
- i. Refusal to comply with the above procedures will result in an informal hearing and a referral to Children and Youth Services (CYS)

### **Low Risk**

The student conveys an attitude of hopelessness and despair.

- a. If possible, have the student relinquish any weapons or pills
- b. Corroborate low-risk assessment with County SAP Mental Health Liaison (724) 869-2222
- c. Contact parent/guardian requesting in-school parent conference within three (3) school days with principal/SAP team member
- d. Provide immediate support and develop a plan with student and parent, to provide ongoing follow-up and support, i.e., counseling, outside referral
- e. Student will be monitored by a SAP team member

### **SUICIDAL GESTURES**

Suicidal gestures by a student shall be considered an intentional, non-verbal or symbolic, self-destructive act. It is differentiated from ideation by a past or current behavioral manifestation as opposed to verbal expression (examples: self-mutilation, innocuous overdose, playing with knives or other weapons). Staff member with knowledge of the gesture will take the following action:

- 1. Notify nurse if student is injured
- 2. Notify Administrator, Prevention Specialist or Counseling Staff. Counseling staff will take the following action:
  - a. Interview the student to determine the extent of the gesture
  - b. If possible, have student relinquish any weapons or pills
  - c. If the student is resistant, combative, runs or in possession of a weapon, the local law enforcement agency will be contacted:  
New Sewickley – 774-2473, Conway – 869-9530, Freedom – 775-7490
  - d. Arrange for an appropriate staff member to stay with the student
- e. Contact parent/guardian requesting immediate in-school conference with principal/SAP team member to discuss:
  - 1. The need for medical attention
  - 2. Immediate and mandatory referral to County SAP Mental Health Liaison (724) 869-2222, Staunton Clinic Emergency Mental Health Services (724) 775-5208 OR PRIVATE LICENSED PSYCHOLOGIST...
- f. Student admitted back to school based upon the recommendations from the assessment, and a back to school conference with the principal/SAP team member
- g. Refer student to SAP team for additional monitoring and follow-up
- h. Refusal to comply results in a hearing and CYS referral

## **SUICIDAL ATTEMPT**

Suicide attempt by a student shall be considered any intentional self-destructive act, which is potentially lethal. It is differentiated from a gesture by increase in likelihood that the method used will result in fatality (examples: serious overdose, ingestion of highly toxic substance, self-infliction or serious injury)

The staff member with knowledge of the attempt will take the following action:

1. Follow medical emergency procedures
2. Do not leave student alone
3. Contact school nurse to come to student's location. Attempt to advise nurse of severity or injuries so that the need to contact rescue squad can be assessed.
4. Contact Building Administrator, Prevention Specialist and Crisis Team

The nurse, counseling staff, building administrator will, in collaboration, take the following action:

1. If the student is physically agitated, refuses to stay in an area where directed, is combative, runs away or possesses a weapon, the local law enforcement agency should be contacted: New Sewickley – 774-2473, Conway – 869-9530, Freedom – 775-7490
2. If possible, interview the student to obtain details about the attempt
3. Interview witnesses to determine time, place and method of attempt
4. Contact parent/guardian immediately to inform of situation and request an in-school conference within 3 days with the Principal and SAP team member
5. Contact the emergency room of the hospital that has been selected as the rescue squad departs from the school. Inform the hospital of the incident and of the anticipated time of the student's arrival.
6. Immediate and mandatory referrals to Base Service Unit (724)775-7262, inform the center of the incident and the location of the student.

If the attempt is done outside of school the counseling staff and SAP team will:

1. Contact parent/guardian to confirm
2. Offer services of SAP team to family

## **Post-intervention Procedures**

Despite the best prevention and early identification methods utilized by district staff, a student may attempt to take his/her life. If a suicide/death does occur, it is the intent of the Freedom Area School District to provide support for students, parents and members of the school staff. We have, therefore, established procedures to help all affected individuals react in a positive fashion and serve as a deterrent to future suicides.

If a youth suicide does occur, the community needs to deal with the problem of extreme grief and the fact that one suicide can lead to another. How a school district handles the aftermath, or post-intervention, of a youth suicide can prevent the cluster phenomenon and help the community deal with grief.

1. Verify incident with police or family member
2. Administrator to notify Crisis Team and Superintendent
3. Crisis Team to meet immediately

4. Administrator will call a meeting of the faculty and brief the staff in consultation with the counselors, nurse and SAP team. Faculty will be given information about referring “at risk” students to various support personnel. Counselors and support staff from other buildings can be temporarily assigned to affected buildings to provide support as needed. Counseling staff and/or SAP team will make referrals to outside agencies.
5. Prepared statement to be read in homerooms
6. The Superintendent or his designee will coordinate all media contacts.
7. The victim’s family shall be contacted to offer supportive services and referral to outside agencies when deemed appropriate.
8. Families of other “at risk” student’s will also be notified to alert them to their child’s concerns and to offer supportive counseling and or referrals to outside agencies.
9. Counseling will be available for all students and staff
10. Debriefing to be held for all staff at 2:40 p.m.

### **Things to Do**

Emphasize that suicide is a permanent solution for a temporary problem  
Emphasize that help is available and that people care  
Emphasize that no one is to blame  
Provide small group opportunities for grieving students  
Refer any student in need to the counseling team  
Follow a normal schedule

### **Things NOT to Do**

Do not dismiss school  
Do not dedicate anything in the student’s memory  
Do not schedule an assembly

## **Bullying/Cyberbullying Policy District Policy 249**

The Board strives to provide a safe, positive learning climate for students in the schools. The Freedom Area School District recognizes that bullying of students has a negative effect on the educational environment of its schools. Students who are bullied, intimidated or fearful of other students may not be able to take full advantage of the educational opportunities offered by the school district. Bullying can also escalate into more serious violence. Therefore, the school district strives to offer all students an educational environment free from bullying.

Bullying shall mean unwelcome verbal, written or physical conduct directed at a student by another student that has the intent and effect of, but is not limited to:

1. Bullying is characterized when a student is exposed, repeatedly and over time, to negative actions on the part of one or more students. Bullying implies an imbalance in power or strength. The student who is bullied has difficulty defending himself/herself.
2. Bullying behaviors (direct or indirect) include three (3) forms: physical, verbal/written, and emotional. Some examples of bullying are as follows, but are not limited to:
  - A. Physical – hitting, kicking, spitting, pushing, stealing and/or damaging personal belongings, sexual acts, and invasion of one's personal space in an aggressive manner.
  - B. Verbal/Written – taunting, malicious teasing, name-calling, making threats, phone and Internet, and sexual remarks.
  - C. Emotional – spreading rumors, manipulating social relationships or environment, engaging in social exclusion, extortion, ridiculing, and intimidating.
  - D. Cyber – Taunting, manipulating, spreading rumors, ridiculing, and intimidating through use of electrical device (Cyber Bullying found to occur on school issued technology during the school day or outside of school will result in disciplinary action).
3. The term bullying shall not be interpreted to infringe upon a student's right to engage in legally protected speech or conduct.

The school district will not tolerate any acts of bullying occurring on school district property, at school-sponsored activities scheduled on or off school grounds, or during the time students necessarily spend traveling to and from school or school-sponsored activities.

The Superintendent or designee shall develop administrative procedures to increase the awareness of the problems of bullying, and train teachers to effectively intervene if bullying is witnessed in their presence or brought to their attention.

## **Intervention**

Teachers and other staff (including, but not limited to, secretaries, custodians, bus drivers, hall monitors, etc.) who observe acts of bullying shall take reasonable steps to intervene to stop such conduct, unless intervention would threaten a teacher's personal safety. The nature of the intervention will vary depending upon the age of the student (both the victim and aggressor), the severity of the bullying and the student's involvement in prior acts of bullying. The purpose of the intervention is to take prompt remedial steps to ensure observed acts of bullying cease and to teach students that bullying is not acceptable behavior.

## **Student, Parent and Employee Reporting**

The school district encourages all students and parents who become aware of any act of bullying to immediately report that conduct. Students may report acts of bullying to their teachers, building principal or other school employees supervising school-sponsored activities. Parents may contact the building principal to report acts of bullying.

If teachers and/or other staff cannot reasonably remediate acts of bullying through their own intervention, they should report the bullying to the building principal. Other school employees who observe acts of bullying shall report that conduct to the building principal.

## **Investigation Procedures**

Each building principal or designee is authorized to complete an impartial, thorough and confidential investigation of the bullying brought to their attention by students, parents or school employees. Any investigation of a report may include meetings with students, parents or employees; a review of student records and other reasonable efforts to better understand the facts surrounding a reported incident.

## **Consequences/Discipline**

Consequences for students who are found to have bullied others may include counseling, a parent conference, detention, suspension, expulsion, a loss of school privileges and/or exclusion from school-sponsored activities. All incidents of bullying will be documented.

Depending upon the severity of a particular situation, the building principal may also take appropriate steps to ensure student safety. Such steps may include the implementation of a safety plan; separating and supervising the students involved; providing employee support for students as needed; reporting incidents to law enforcement, if appropriate; and developing a supervision plan with parents.

## **Interplay with Other School District Policies**

Nothing in this policy shall prevent school employees from enforcing or imposing discipline, or fulfilling their professional responsibilities under other school district policies or student disciplinary rules.

## **FREEDOM AREA SCHOOL DISTRICT ONE-TO-ONE CHROMEBOOK PROGRAM**

### **Philosophy**

Freedom Area School District's One-to-One initiative is designed to transform teaching, learning, and assessment at all levels. We believe that infused technology accomplishes the following goals:

- Increased academic rigor is preparing students for continued success at the secondary level.
- Increased student engagement in classrooms through meaningful integration of technology.
- "Levels the playing field" allowing equal access to technology for ALL students.

### **Chromebook Use Guidelines**

The Chromebooks are the property of the Freedom Area School District. They will be assigned to a student enrolled in district courses once the parent/guardian has signed off on the responsibility agreement (Addendum A). The Chromebooks are only educational tools and are to be used only in that capacity. Students using Chromebooks are bound by the Freedom Area School District's Acceptable Use Policy (see Addendum B). The policy is available through the District Website ([www.freedomareaschools.org](http://www.freedomareaschools.org)). The use of the Chromebook is a privilege that can be revoked upon violation of this policy. Inappropriate use or neglect of a Chromebook, the internet, the school network, or any installed software will result in disciplinary action.

### **Internet and Software Guidelines**

The FASD Acceptable Use of Policy must be followed at all times. Students have no expectation of privacy related to Chromebook use and can expect teachers, technical support staff, and administrators to conduct spot checks of their Internet History. Logs and other records of usage will be checked as well. Students may not install or run software that has been approved by the administration.

### **General Rules**

- Students will be responsible for the Chromebook at all times.
- Students are not authorized to use other student's Chromebooks. Sharing machines is prohibited.
- **Students are not allowed to use their personal devices**
- Students must keep their passwords confidential.
- Students are responsible for regularly backing up school documents on the Google Docs account or external hard storage device. Failure to back up documents does not constitute an excuse for not turning in work on time. If a hardware failure occurs, student work may be lost.
- Obscene language and inappropriate screensavers, backdrops, and pictures are strictly prohibited.
- Illegal use or transfer of copyrighted materials are prohibited
- Students are responsible for reporting any technical issues affecting the performance of the laptop to a member of the technical staff or administration. This needs to occur in a timely manner to ensure loaner laptop availability.

### **General Operating Guidelines**

- Do not mark the Chromebook in any way; no stickers or other decorations are permitted.
- Do not remove school identification tags from the Chromebook.
- Food and drink are not to be used near the Chromebook.
- Use the Chromebook on a flat, stable surface.
- Students are responsible for reporting any technical issues affecting the performance of the Chromebook to the teacher. This needs to occur promptly to ensure loaner Chromebook availability.

### **Charging and Cleaning Guidelines**

- Enter school each day with a fully charged Chromebook. Students will have the opportunity throughout the day to charge their Chromebook in a specified area.
- Failure to charge the Chromebook is equivalent to not being prepared for class.
- Do **NOT** use water or other cleaning solutions on the Chromebook. Students should visit the “Technology Help Center” for proper cleaning of their Chromebook.

### **Technology Maintenance Fee**

Each student in the One-to-One program will be required to pay an annual technology maintenance fee of \$50.00. This fee is being used to cover maintenance, repair, and software upgrades.

**Intentional Chromebook damage, as determined by district staff, will not be covered.** The entire cost to repair or replace intentionally damaged machines falls on the student/parent. Multiple repair claims by any one student will be reviewed and appropriate action will be taken. Action may include a ban on taking the Chromebook from the building.

### **Repair Policy**

In case of loss, theft, repeated misuse, or vandalism, the following approximate costs will be incurred by the parent and paid to Freedom Area School District:

- Keyboard Breakage: \$50.00 - \$75.00
- Screen Breakage \$150.00 - \$200.00
- Plastic Case Replacement \$30.00 - \$40.00
- Charger Replacement \$30.00 - \$60.00
- Battery Replacement \$90.00 - \$100.000
- Hard Drive \$50/00 - \$75.00
- Loss/Theft According to Scale (See Addendum D)

## **FREEDOM AREA SCHOOL DISTRICT**

### **Acceptable Use of Technology**

#### **PURPOSE**

The Board supports the use of technology and other computer networks in the district's instructional program in order to facilitate learning and teaching through interpersonal communications, access to information, research and collaboration. The use of network facilities shall be consistent with the curriculum adopted by the school district as well as the varied instructional needs, learning styles, abilities and developmental levels of students.

#### **AUTHORITY**

The electronic information available to students and staff does not imply endorsement of the content by the school district, nor does the district guarantee the accuracy of information received on the Internet. The district shall not be responsible for any information that may be lost, damaged or unavailable when using the network or for any information that is retrieved via technology. The school district shall not be responsible for any unauthorized charges or fees resulting from access to technology. The district reserves the right to log network use and to monitor file server space utilization by district users, while respecting the privacy rights of both district users and outside users. The Board establishes that use of technology is a privilege, not a right; inappropriate, unauthorized and illegal use will result in the cancellation of those privileges and appropriate disciplinary action.

#### **RESPONSIBILITY**

The district shall make every effort to ensure that this educational resource is used responsibly by the students and staff. Administrators, teachers and staff have a professional responsibility to work together to help students develop the intellectual skills necessary to discriminate among information sources to identify information appropriate to their age and developmental levels and to evaluate and use the information to meet their educational goals.

Students and staff have the responsibility to respect and protect the rights of every other user in the district and on the Internet. No student will be permitted to use technology or the school network without a signed copy of the Internet and Technology Usage Agreement on file in the principal's office. This agreement shall be in effect until the student changes buildings. The building administrator shall have the authority to determine what inappropriate use is, and his/her decision is final.

#### **GUIDELINES**

Network accounts will be used only by the authorized owner of the account for its authorized purpose. All communications and information accessible via the network should be assumed to be private property and shall not be disclosed. Network users shall respect the privacy of other users on the system.

## **PROHIBITIONS**

Students and staff are expected to act in a responsible, ethical and legal manner in accordance with district policy, accepted rules of network etiquette and federal and state law. Specifically, the following uses are prohibited:

1. Use of technology to facilitate illegal activity.
2. Use of technology for commercial or for profit purposes.
3. Use of technology for non-work or non-school related work. Students may be disciplined for using a laptop in an inappropriate way both during and after school hours.
4. Use of technology for product advertisement or political lobbying.
5. Use of technology for hate mail, discriminatory remarks and offensive or inflammatory communication.
6. Unauthorized or illegal installation, distribution, reproduction or use of copyrighted materials.
7. Use of technology to access obscene or pornographic material.
8. Use of inappropriate language or profanity while using technology.
9. Use of technology to transmit material likely to be offensive or objectionable to recipients.
10. Use of technology to intentionally obtain or modify files, passwords and data belonging to other users.
11. Impersonation of another user, anonymity and pseudonyms.
12. Use of technology or facilities for fraudulent copying, communications or modification of materials in violation of copyright laws.
13. Loading or use of unauthorized games, programs, files or other electronic media.
14. Use of technology to disrupt the work of other users.
15. Destruction, modification or abuse of network hardware and software.
16. Quoting personal communications in a public forum without the original author's prior consent.
17. Teacher permission must be required before student use.

## **SECURITY**

System security is protected through the use of passwords. Failure to adequately protect or update passwords could result in unauthorized access to personal or district files. To protect the integrity of the system, the following guidelines shall be followed:

1. Employees and students shall not reveal their passwords to another individual.
2. Users are not to use a computer that has been logged in under another student's or teacher's name.
3. Any user identified as a security risk or having a history of problems with other computer systems may be denied access to the network.

## **SAFETY**

To the greatest extent possible, users of technology will be protected from harassment or unwanted or unsolicited communication. Any network user who receives threatening or unwelcome communications shall immediately bring them to the attention of a teacher or administrator.

Technology users shall not reveal personal addresses or telephone numbers to other users on the network.

### **CONSEQUENCES FOR INAPPROPRIATE USE**

The technology user shall be responsible for damages to the equipment, systems and software resulting from deliberate or willful acts.

Illegal use of the network; intentional deletion or damage to files of data belonging to others; copyright violations or theft of services will be reported to the appropriate legal authorities for possible prosecution. Prom

General rules for behavior and communications apply when using technology, in addition to the stipulations of this policy. Loss of access and other disciplinary actions may be consequences for inappropriate use.

Vandalism will result in cancellation of access privileges. Vandalism is defined as any malicious attempt to harm or destroy data of another user, Internet or other networks. This includes, but is not limited to, the uploading or creation of computer viruses.

### **Copyright**

P.L. 94-553 Sec. 107

The illegal use of copyrighted software by students and staff is prohibited. Any data uploaded to or downloaded from the network shall be subject to “fair use” guidelines.

### **ADDITIONAL RULES & REGULATIONS**

- Each student will be provided the space secured by a username and password
- Each student folder will be limited to 1GB of disk space
- School personnel have the right to view all student folders and files at any time.
- Students will not be allowed to save to the hard drive of any computer. All information is to be saved to their thaw space or to their own personal floppy disk, flash drive or memory stick.
- Any damage or abuse to the computer or any other equipment by students may result in the student being responsible to pay up to and including all costs of repair and or replacement.
- All graduating seniors and/or any other student that leaves the district should be aware that their private folder will be deleted immediately upon their departure.
- Students will not be allowed to have access to any computer or related technology, nor will they be issued their username or password for their private folder, until they have returned the required school issued agreement for Use of Internet and Technology to the school with both student and parent/guardian signatures.
- Violations of this policy are taken very seriously and will not be tolerated in any way. For that reason, any violation of this policy will be treated minimally as a Level 2 Disciplinary Offense in accordance with the levels of our discipline referral system as stated in our parent/student handbook as follows:

## **DISCIPLINE CODE**

1. Students must not download games, music software, and use proxy servers, browsers or instant messaging. Violations could result, but are not limited to, loss of technology privileges, detention, in-school suspension, suspension or expulsion.
2. Students must not download pornographic images, movies and excessive music files. Violations could result, but are not limited to, loss of technology privileges, detention, in-school suspension, suspension or expulsion.
3. Students must not violate the including but not limited to network security, by password compromise, hacking network/Internet servers or theft of identity. Violations could result, but are not limited to, loss of technology privileges, detention, in-school suspension, suspension or expulsion

# **SCHOOL NURSE AND SCHOOL SAFETY**

## **HEALTH, MEDICAL, SCHOOL NURSE**

### **EMERGENCY CARDS**

Every student, without exception, must fill out and return the emergency card with phone numbers to contact parents in case of an emergency. These cards will be collected by the school nurse during the first week of school.

### **EXCLUSION FROM SCHOOL FOR HEALTH REASONS**

A pupil may be excluded from school when his/her condition endangers the health of other students or he/she has symptoms that suggest a serious infection or illness. Exclusion from school for communicable diseases or conditions includes, but is not limited to:

1. Chicken Pox – Six days after last outbreak of lesions and until all lesions are dried.
2. Conjunctivitis (Pink Eye) – Twenty-four hours after receiving medication; or until doctor gives permission; or until eyes are clear if untreated.
3. Impetigo – Lesions must be dried and not draining; also depends on severity of the case.
4. Mumps – Nine days or until swelling is down.
5. Pediculosis (Head Lice) – May return as soon as treatment is complete providing nits are removed. Most treatments must be repeated 7 – 10 days and proper cleaning at home must be carried out.
6. Rubella (German Measles) – Four days from onset of rash.
7. Rubeola (Nine-Day Measles) – Four days after rash starts and well enough to return to school.
8. Scabies – One day and after treatment is completed.

9. Strep Infection (Including Scarlatina and Scarlet Fever) – Twenty-four hours after receiving antibiotics, if the child is well enough to return to school and fever is normal.
10. Whooping Cough – Seven days from receiving treatment; four weeks if untreated.

### **HEALTH EXAMINATIONS AND SCREENINGS**

Pupils are given health exams and screenings according to the following state mandates:

1. Physicals – K, 6th and 11th Grades unless done by your private physician.
2. Athletic Physicals - are given for school sports for grades 7 – 12.
3. Dental Exams – Kindergarten, 1st, 3rd and 7<sup>th</sup> grades unless done by your private dentist.
4. Vision Screening – Yearly
5. Hearing Screening – K, 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, 7<sup>th</sup> and 11<sup>th</sup> grades.
6. Weighing and Measuring – Yearly
7. Tuberculin test – According to state regulations
8. Scoliosis Screening – 6<sup>th</sup> and 7<sup>th</sup> grades
9. Pediculosis (Head Lice) – As needed in all grades

Note: Parents will be notified when an examination or screening results in other than normal findings. When students are referred for further evaluation, parents should report the findings to the nurse.

### **IMMUNIZATIONS**

Pennsylvania law requires that all students must follow certain requirements for attendance in school. A certificate of immunization will be kept on file at the school. Students will receive this card when graduating from our district. Parents may request a copy of the certificate when withdrawing a child from our school. You will need proof of immunization in other districts in Pennsylvania, and you may need proof in other states.

### **MEDICATION POLICY**

Students will not be permitted to carry any medication during school hours except approved emergency medical equipment which are registered in the nurse's office. The school nurse has information regarding the use of inhalers during the school day. Only prescription medication will be given as ordered by a doctor or dentist, and the medication must be registered and kept in the nurse's office. The prescription bottle or container must be sent to school along with a written note from the parent/guardian for that day. A parent permission form will be sent home that day and must be returned the following day. Prescription medications that are given once, twice or three times a day will not be given at school unless the physician or dentist has indicated such on the prescription or by a note on his letterhead. **STATE LAWS PROHIBIT STUDENTS FROM CARRYING ANY MEDICATION – EVEN OVER THE COUNTER MEDICATIONS.**

Non-prescription medications will not be given without a doctor's order and must be registered and kept in the nurse's office. Medication will be kept in a locked cabinet. Medication permission forms may be obtained in the nurse's office.

### **SCHOOL NURSE**

Students must have a pass from class to see the nurse unless it is an extreme emergency. Do not report to the nurse's office without a pass. Students who miss class or arrive late to class from the nurse's office without first seeing their classroom teacher will be considered unexcused cut/tardy.

No student can be excused early from school until the nurse can confirm the illness; otherwise, it is an illegal early dismissal.

**Note:** Under no circumstances are students permitted to stay in the restrooms when they are sick. This will be considered a class cut.

### **SCHOOL SAFETY PLAN**

The Administration is committed to providing an atmosphere that is safe and secure by our student body and faculty. To ensure this, we have hall monitors that are trained to reduce potential problems by keeping the hallways clear and seeing that students get to classes on time to learn. We have secured the building exits/entrances with locks once the student body is in first period. Additional building measures include a surveillance camera system. Only the front door is open for latecomers or visitors to enter. We have limited the frequent arrival of visitors to our school, especially those who are not here for school business. Each faculty member is provided a plan of action to follow in cases of emergency in their classrooms. Evacuation and non-evacuation drills are included in the handbook. Harassment and intimidation and fighting policies are enforced strongly by the Administration so that each and every student feels comfortable throughout our high school building. Any concerns of personal safety should be directed to the Administration immediately.

#### **EVACUATION DRILLS (FIRE, BOMB, ETC.)**

Upon hearing the alarm, students should quietly and quickly exit the classroom and building through the appropriate avenues. Exiting in single file allows for more students to move quickly through the corridors during the evacuation. Each room should have the map for evacuation for each area of the building. All windows and doors should be closed upon leaving each room. Please turn out the lights also. Students are not to panic but remain orderly as they exit the building. Teachers should take roll once the students get to the evacuation areas.

Note: Entrances to the building must be clear so that emergency vehicles or personnel can enter freely. Students must gather in a safe area away from those working on the emergency.

Evacuation Areas:

From Cafeteria – to left-center field of baseball field

From Gymnasium – to bank of soccer field across roadway

From Industrial Arts – to open field (50 yards away) or to the rear of cafeteria parking area

From Front of Building - Lower exits – extreme end of roadway  
Office exits – near flag pole

**NOTE:** Students are not to stop by their lockers on the way out unless told to do so because of cold weather. The administration may make an announcement to alter these procedures depending on the type of emergency that may be occurring.

#### **NON-EVACUATION DRILLS**

- A. Severe weather – Students are to exit their classrooms and line up against the wall of the middle corridors of the first and second floors. Students are to sit on the floor against the walls with head down and arms wrapped around their knees. All doors and windows should be closed (except in case of tornados) and the lights should be turned off.
- B. Lock and Teach – Students are to remain in their classrooms while each teacher locks the door. Teachers will continue providing instruction until an “All Clear” Announcement is made.
- C. Lock Down - Students are to remain in their classrooms while each teacher locks the door. Students are to remain quiet until further instructions are received from the Administration. Under no circumstances are students permitted to leave a classroom during this emergency.

### **CRISIS PREVENTION – PLAN OF ACTION**

(Sickness, seizure, fighting, weapons, insubordination, etc.)

Each teacher must designate a student who can get to the Nurse’s office or Administrative office in case of extreme emergency. The student should be someone reliable who can move quickly and communicate effectively when carrying a message.

Each teacher will be required to write the name of the team teacher that is near enough to help in a crisis situation. This teacher should be the first responder in an emergency. This should be organized for each period of the school day.

**NOTE:** Teachers should refer to the Emergency Procedure flip chart as well as the published District Wide Emergency Operations Plan.

Guidelines for Crisis Prevention:

- A. Remain calm – do not panic
- B. Those not directly involved should go about their business as usual. Avoid crowds and unwanted excitement. Separate the individual from the group if possible.
- C. Evaluate the situation:
  - What is the immediate risk?
  - Who needs to be summoned? Administration? Nurse?
  - What is the most appropriate immediate action to take?
  - Comfort? First aid? Reassurance?
  - Attempt to reason with the person? Do not threaten or blame.
- D. Send for help immediately (Team Teacher, Nurse, Administrator). Do not leave the area. Wait for help to come.
- E. Keep an accurate written record of all pertinent facts and actions. List date, time, and location. Give names of people involved in the emergency and any witnesses. Describe the emergency situation, condition or the persons in the emergency and/or the physical location. Include relevant comments whenever possible.

# PARENT SECTION

## **CLEARANCE REQUIREMENT**

There are three clearances that must be obtained prior to working in the Freedom Area School District. Certain volunteers are also required to get one or more of these types of clearances. The types and information on how to obtain them are found on the district website under the district forms section.

## **VISITORS**

All visitors must check in at the office and be given a visitor's pass. Visitors will not be permitted to visit any student or teacher during the school day. Visitors not in the building for school business will be asked to leave. Failure to leave will result in a trespassing fine. All visitors must be escorted to and from their destination.

## **EARLY DISMISSAL** - *All early dismissals will accumulate on a yearly basis.*

If your child needs to be dismissed early for any reason, the parent/guardian must inform the school office in writing. The note must be specific and the reason must be covered under the acceptable excuses outlined in the attendance policy. The parent/guardian must include a phone number on the note for the school to confirm in case of any questions. Please state in the note who will pick up the student for safety.

Any child dismissed before 2:40 pm must be picked up in the office. This policy is established for the safety of your child. All students leaving before 2:40 pm must be signed out by an adult. Be advised that any adult who is picking up a child is required to provide ID. No student is permitted to leave school without permission from the nurse, attendance office or administration.

Only parents/guardians listed in PowerSchool may pick up students. Those on the emergency form are for emergencies/nurse purposes only. For normal dismissal, a parent must approve verbally or with a note.

## **EDUCATIONAL TRIP REQUEST**

Please complete the *Student Application for Educational Tour or Trip* and return it to the school office at least two weeks prior to the proposed absence. A separate form must be filled out for each school student. Absences for trips which have not been pre-approved or do not include acceptable educational activities will be marked "unexcused" and addressed appropriately within the attendance policy. The Pennsylvania School Code requires that we classify absences as "unexcused" unless the educational trip is approved by administration in advance. Please note that only one educational trip of a maximum of 5 school days will be approved per year. If a student is deemed habitually truant according to Board Policy 204, the request for the educational trip may be denied and would be considered as "unexcused". If an Educational Trip is approved, students work/assignments/exams will follow the excused absence policy for turning in work. **Please visit the district website at [www.freedomarea.org](http://www.freedomarea.org) to print the necessary form.**

## **Family Educational Rights and Privacy Act (FERPA)**

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students."

- Parents or eligible students have the right to inspect and review the student's education records maintained by the school. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for copies.
- Parents or eligible students have the right to request that a school correct records which they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.
- Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):
  - School officials with legitimate educational interest;
  - Other schools to which a student is transferring;
  - Specified officials for audit or evaluation purposes;
  - Appropriate parties in connection with financial aid to a student;
  - Organizations conducting certain studies for or on behalf of the school;
  - Accrediting organizations;
  - To comply with a judicial order or lawfully issued subpoena;
  - Appropriate officials in cases of health and safety emergencies; and
  - State and local authorities, within a juvenile justice system, pursuant to specific State law.

Schools may disclose, without consent, "directory" information such as a student's name, photograph or likeness, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. Schools must notify parents and eligible students annually of their rights under FERPA. The actual means of notification (special letter, inclusion in a PTA bulletin, student handbook, or newspaper article) is left to the discretion of each school.

### **Protection of Pupil Rights Amendment (PPRA)**

The Protection of Pupil Rights Amendment (PPRA) is a federal law that affords certain rights to parents of minor students with regard to surveys that ask questions of a personal nature. Briefly, the law requires that schools obtain written consent from parents before minor students are required to participate in any U.S. Department of Education funded survey, analysis, or evaluation that reveals information concerning the following areas:

1. Political affiliations;
2. Mental and psychological problems potentially embarrassing to the student and his/her family;
3. Sex behavior and attitudes;
4. Illegal, anti-social, self-incriminating and demeaning behavior;
5. Critical appraisals of other individuals with whom respondents have close family relationships;
6. Legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers;
7. Religious practices, affiliations, or beliefs of the student or student's parent\*; or
8. Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program.)

The No Child Left Behind Act of 2001 contains a major amendment to PPRA that gives parents more rights with regard to the surveying of minor students, the collection of information from students for marketing purposes, and certain non-emergency medical examinations.

# FREEDOM AREA MIDDLE SCHOOL



## 2026-2027 PARENT-STUDENT HANDBOOK

# **MIDDLE SCHOOL**

**[www.freedomareaschools.org](http://www.freedomareaschools.org)**

## **FREEDOM AREA SCHOOL DISTRICT TELEPHONE NUMBERS**

| <u>Building</u>          | <u>Phone Number</u>          | <u>Fax Number</u> |
|--------------------------|------------------------------|-------------------|
| Middle School            | 724-775-7641                 | 724-775-7748      |
| Freedom Elementary       | 724-775-1122                 | 724-775-3672      |
| Freedom Area High School | 724-775-7400                 | 724-775-7753      |
| Superintendent's Office  | 724-775-7644<br>724-775-5464 | 724-775-7434      |

THE FREEDOM AREA SCHOOL DISTRICT IS AN EQUAL OPPORTUNITY EDUCATIONAL INSTITUTION AND WILL NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, NATIONAL ORIGIN, SEX AND HANDICAP IN ITS ACTIVITIES, PROGRAMS OR EMPLOYMENT PRACTICES AS REQUIRED BY TITLE VI, TITLE IX AND SECTION 504.

## **FREEDOM AREA SCHOOL DISTRICT**

### **STUDENT ACADEMIC ACHIEVEMENT**

Student academic achievement is the continuous interplay of three (3) dynamic components listed below to help students prepare for their futures in a complex society.

The **Educational Institution** must provide...

- A curriculum that is diverse, challenging, and evolving to meet the needs of all children using a variety of teaching strategies.
- A caring professional staff that encourages, counsels, and expects all students to take the most challenging course sequence available to the student.
- A safe school environment for all students, which promotes progress towards high expectations for academic achievement.

The **Family** must...

- Provide a supportive home environment to facilitate the child's physical, emotional and educational growth.
- Be Caring, proactive, and involved in the child's education.
- Be aware of student academic progress and needs with open communication between home and school.
- Make progress towards high academic standards for their children a high priority.

The **Student** must...

- Strive for 100 percent daily attendance.
- Strive to read at/or above grade level.
- Demonstrate proficiency or above in courses aligned to academic standards.
- Demonstrate yearly progress on PSSA and Keystone tests and other national tests such as PSAT, SAT, and NAEP to meet state and federal goals.
- Contribute to a positive safe school environment.

## **FREEDOM AREA MIDDLE SCHOOL**

### **STUDENT HANDBOOK**

This handbook has been prepared to inform you about Freedom Area Intermediate/Middle School. You will find the rules and regulations that govern the day-to-day operation of our school in this booklet. You will also find information that everyone needs to know and understand. Read this handbook carefully. Don't wait. Be sure you understand everything in it. Parents, please notify the building principal if you would like to know more about our policies on Curriculum Review by Parents and Students (105.1); Tobacco Use (222); Students' Rights/Surveys (235); Student Recruitment (250); Weapons (218.2); FERPA/Student Records Special Education Awareness and Screening (216); or Student Discipline (218). A copy of all school district policies is available in the Intermediate/Middle School office.

FREEDOM AREA MIDDLE SCHOOL  
2026-2027 HANDBOOK  
PARENT/GUARDIAN

**MUST READ**

This handbook has been prepared to inform you about Freedom Area Middle School policy and procedures. You will find the rules and regulations that govern the day-to-day operation of our school in this booklet. You will also find important information that everyone needs to know and understand. Please read this handbook carefully. The QR Code below links to the handbook.



---

FREEDOM AREA MIDDLE SCHOOL  
2026-2027

Parent/Guardian **MUST SIGN** the form below and have your child **RETURN** the form to his/her homeroom teacher by **Friday, September 4, 2026.**

Please print name of student

---

Last Name

First Name

I have read the Student/Parent Handbook for 2026 - 2027 and understand its contents.

---

Signature of Parent/Guardian



# FREEDOM AREA SCHOOL DISTRICT

STUDENT MEDIA RESTRICTION FORM

Building: ☐ Elementary ☐ Middle School ☐ High School

School Year: \_\_\_\_\_

Due: September 10

**Important Notice to Parents and Guardians:** Freedom Area School District occasionally photographs and/or records students for educational, promotional, and informational purposes. Under the Family Educational Rights and Privacy Act (FERPA), you have the right to restrict the use of your child's image and identifying information in district media. If this form is not returned, the district will assume consent for all media use.

**⚠️ THIS FORM SHOULD ONLY BE RETURNED IF YOU WISH TO PLACE A RESTRICTION. ⚠️**

## SECTION 1 — STUDENT INFORMATION

STUDENT LAST NAME \_\_\_\_\_ STUDENT FIRST NAME \_\_\_\_\_ DATE OF BIRTH \_\_\_\_\_

GRADE LEVEL \_\_\_\_\_ SCHOOL / BUILDING \_\_\_\_\_

## SECTION 2 — PARENT / GUARDIAN INFORMATION

PARENT / GUARDIAN NAME \_\_\_\_\_ RELATIONSHIP TO STUDENT \_\_\_\_\_

## SECTION 3 — DISTRICT MEDIA PRESENTATIONS & EVENTS

Freedom Area School District may develop, participate in, or be the subject of media-based presentations and events which highlight various educational activities during the school year. These presentations and events are of two types:

### 1 STUDENT PUBLICATIONS & PRODUCTIONS

*Developed by FASD students and faculty/staff for student publications and productions:*

- Yearbook
- Student Newspaper
- Student Broadcasts & Digital Signage
- Literary Magazine
- Student Organization Social Media Accounts

### 2 DISTRICT PR & COMMUNICATIONS

*Developed by FASD administration and faculty/staff for district public relations, marketing, and communication:*

- District Social Media Accounts
- District Website
- District Staff Development Materials
- District Publications

## SECTION 4 — MEDIA RESTRICTION SELECTION

Place a check (✓) next to any restriction(s) you wish to apply to your child. You may select more than one. If no box is checked and this form is not returned, full consent is assumed.

| SELECT                   | RESTRICTION                                                                                                                                                                                                                                                                                |
|--------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | <b>Restrict All Print Use</b> <span>PRINT</span><br>No photographs, video stills, name, grade, or other identifying information about my child may appear in any printed publication, including newsletters, yearbooks, newspapers, flyers, or brochures.                                  |
| <input type="checkbox"/> | <b>Restrict All Online &amp; Digital Use</b> <span>ONLINE</span><br>No photographs, video, name, grade, or other identifying information about my child may be shared on any online or digital platform, including the district website, social media accounts, or digital communications. |
| <input type="checkbox"/> | <b>Restrict Social Media Only</b> <span>SOCIAL MEDIA</span><br>My child's image or identifying information may appear on the district website and in print, but must not be posted to any social media platform, including but not limited to Facebook, Instagram, and YouTube.            |
| <input type="checkbox"/> | <b>Full Restriction — All Media</b> <span>ALL MEDIA</span><br>I do not consent to any use of my child's photograph, video, name, or identifying information in any district media, publications, or communications — whether print or digital.                                             |

## SECTION 5 — PARENT / GUARDIAN SIGNATURE

By signing below, I confirm that I am the parent or legal guardian of the student named above and that the selections on this form accurately reflect my preferences. I understand this form is valid for the current school year only and must be resubmitted annually.

PARENT / GUARDIAN SIGNATURE \_\_\_\_\_ PRINTED NAME \_\_\_\_\_ DATE \_\_\_\_\_

## SECTION 6 — OFFICE USE ONLY

| RECEIVED BY | DATE RECEIVED | NOTES |
|-------------|---------------|-------|
| _____       | _____         | _____ |

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## A MESSAGE FROM THE PRINCIPAL

Middle School Students, Parents, and Guardians,

Welcome to the 2026-2027 school year at Freedom Middle School. We look forward to having our students back in the building.

The Freedom Middle School staff hopes that your experience, no matter what, will be fun, exciting and safe. We feel that relationship building is essential to developing well-rounded students that excel academically, in the arts, and on our athletic teams. As always, we strive to build positive relationships amongst our students and staff. We will continue to utilize our PAWS program throughout the year. We will continue to teach and encourage students to have a:

- **P**ositive Attitude
- be **A**ccountable for their behaviors
- make **W**ise and respectful choices
- **S**pread Kindness to their peers and staff members

Throughout the school year, you will receive information from the staff regarding your daughter/son's academic performance and important events at Freedom Middle School. As parents/guardians, please invest time in talking with your daughter throughout the school year about their academic performance, relationships with peers, and information communicated to you from the school. Please also consider attending Open House, participating with the FMS Parents organization, and volunteering during other opportunities throughout the school year. We extend the invitation to join the administration and faculty as we maintain our progress and explore plans for improvement. Your representation within the school is essential to creating a positive culture here at Freedom Middle School.

Sincerely,

A handwritten signature in blue ink that reads "Jeff Griffith". The signature is written in a cursive, flowing style.

Jeff Griffith  
Principal  
Freedom Middle School

## **ADMINISTRATION AND SUPPORT STAFF**

### **Principal**

Mr. Jeffery Griffith

### **Counselors**

Ms. Susan Suleski

### **School Nurses**

Mrs. Hope Dishler  
Ms. Marissa Metalik

### **Food Services Manager**

Nutrition Group

### **Campus Security**

Officer Rick Jones

### **School Psychologist**

Mr. Josh Biss

### **Dean of Students**

Dr. Amanda Whitworth

### **Office Secretary**

Ms. Susan Wilkinson

### **Attendance Secretary**

Mrs. Erin Demitras

### **SAP TEAM**

**(Student Assistance Program)**

Mrs. Tina Boyd  
Mrs. Barb Martz  
Ms. Susan Suleski

Mr. Jeff Griffith  
Mrs. Stephanie Stewart

## **FREEDOM MIDDLE SCHOOL MISSION STATEMENT**

**The Freedom Area Middle School, in relationship with the community, strives to develop the total individual into a responsible, self-sufficient citizen by providing a rigorous curriculum using relevant, meaningful learning experiences to prepare for lifelong learning.**

## MIDDLE SCHOOL FACULTY DIRECTORY

|                          |                                                 |
|--------------------------|-------------------------------------------------|
| Mr. Craig Bohon          | Spanish                                         |
| Mrs. Tina Boyd           | 5 <sup>th</sup> Grade Teacher                   |
| Mr. Mathew Brandt        | 7 <sup>th</sup> Grade Science                   |
| Mrs. Lindsey Chancellor  | 5 <sup>th</sup> Grade Teacher                   |
| Mrs. Wendy Clibbens      | 5 <sup>th</sup> Grade Teacher                   |
| Mr. James Culler         | 7 <sup>th</sup> Grade History                   |
| Mr. Dante DeNome         | 8 <sup>th</sup> Grade History                   |
| Mrs. Ellen Egley         | Math Teacher                                    |
| Ms. Jeanine Ging         | 6 <sup>th</sup> Grade Teacher                   |
| Mrs. Jennifer Glover     | 5 <sup>th</sup> Grade Special Education         |
| Ms. Sara Heiman          | Librarian                                       |
| Miss Amanda Hryckowian   | 7 <sup>th</sup> Grade ELA/Interventionist       |
| Mrs. Brandie Johnson     | 5 <sup>th</sup> Grade Teacher                   |
| Mr. Jason Knox           | Computer Applications                           |
| Ms. Julia Lawrence       | 5 <sup>th</sup> – 8 <sup>th</sup> Band          |
| Ms. Beth Malarik         | Tech Ed/Keyboarding                             |
| Mrs. Michelle McCanna    | 8 <sup>th</sup> Grade Math                      |
| Ms. Tara McFadden        | 5 <sup>th</sup> – 8 <sup>th</sup> Grade Speech  |
| Mrs. Laura Miller        | 7 <sup>th</sup> Grade Special Education         |
| Mrs. Sara Miller         | K-8 Gifted Coordinator                          |
| Mrs. Brandy Millerschoen | 8 <sup>th</sup> Grade Science                   |
| Mrs. Jen Newman          | 5 <sup>th</sup> – 8 <sup>th</sup> Grade Chorus  |
| Mrs. Heidi Orrico        | 6 <sup>th</sup> Grade Teacher                   |
| Mrs. Angela Post         | 7 <sup>th</sup> Grade Math                      |
| Mrs. Amber Rogers        | 5 <sup>th</sup> – 8 <sup>th</sup> Grade Art     |
| Mrs. Tami Smithmyer      | Physical Education                              |
| Mrs. Lauren Sowa-Duko    | 5 <sup>th</sup> Grade teacher                   |
| Mrs. Ashley Spencer      | 6 <sup>th</sup> Grade Teacher                   |
| Mrs. Nicole Spiker       | 8 <sup>th</sup> Grade English                   |
| Mrs. Stephanie Stewart   | Prevention Specialist                           |
| Mrs. Tina Strati         | 6 <sup>th</sup> Grade Reading                   |
|                          | 5 <sup>th</sup> – 8 <sup>th</sup> Grade Teacher |
| Mrs. Shanda Wyatt        | 6 <sup>th</sup> Grade Special Education         |

# FREEDOM MIDDLE SCHOOL BELL SCHEDULES 2026-2027

## DAILY SCHEDULE

Students to Halls 7:35  
Students to Homeroom 7:40

Period 1 7:40 – 8:23  
Period 2 8:26 – 9:06  
3 9:09 – 9:49  
4 9:52 – 10:32  
10:35 – 11:05 A Lunch  
5 (7 /8) 11:08 – 11:48  
5 (5/6) 10:35 – 11:15  
11:18– 11:48 B Lunch  
6 11:51 – 12:31  
7 12:34 – 1:14  
8 1:17 – 1:57  
9 2:00 – 2:40

## PAWS HOUSE DAY SCHEDULE

Students to Halls 7:35  
Students to Homeroom 7:40

Period 1 7:40 – 8:17  
Period 2 8:20 – 8:53  
3 8:56 – 9:29  
4 9:32 – 10:05  
6 10:08 - 10:41  
10:44 - 11:14 A Lunch  
5 (5/6) 10:44 – 11:19  
11:22 – 11:52 B Lunch  
5 (7/8) 11:17 – 11:52  
7 11:55 – 12:28  
8 12:31– 1:04  
9 1:07 – 1:40  
PAWS Assembly 1:40 – 2:40

## TWO HOUR DELAY

Students to Halls 9:35  
Students to Homeroom 9:40

Period 1 9:40 – 10:08  
2 10:11 – 10:37  
3 10:40 – 11:06  
4 11:09 – 11:35  
11:38 – 12:08 A Lunch  
5 (7/8) 12:11 – 12:44  
5 (5/6) 11:38 – 12:11  
12:14 – 12:44 B Lunch  
6 12:47 – 1:13  
7 1:16 – 1:42  
8 1:45 – 2:11  
9 2:14 – 2:40

## 2 HR EARLY DISMISSAL

Students to Halls 7:35  
Students to Homeroom 7:40

Period 1 7:40 – 8:08  
2 8:11 – 8:37  
3 8:40 – 9:06  
4 9:09 – 9:35  
6 9:38 – 10:04  
7 10:07 – 10:33  
10:36 – 11:06 A Lunch  
5 (7/8) 11:09 – 11:42  
5 (5/6) 10:36 – 11:09  
11:12 – 11:42 B Lunch  
8 11:45 – 12:11  
9 12:14 – 12:40

# MIDDLE SCHOOL CALENDAR

## 2026-2027 School Calendar

| August (5-5) |    |    |    |    |
|--------------|----|----|----|----|
| M            | T  | W  | T  | F  |
| 3            | 4  | 5  | 6  | 7  |
| 10           | 11 | 12 | 13 | 14 |
| 17           | 18 | 19 | 20 | 21 |
| 24           | 25 | 26 | 27 | 28 |
| 31           |    |    |    |    |

| September (21-26) |    |    |    |    |
|-------------------|----|----|----|----|
| M                 | T  | W  | T  | F  |
|                   | 1  | 2  | 3  | 4  |
| 7                 | 8  | 9  | 10 | 11 |
| 14                | 15 | 16 | 17 | 18 |
| 21                | 22 | 23 | 24 | 25 |
| 28                | 29 | 30 |    |    |

| October (21-47) |    |    |    |    |
|-----------------|----|----|----|----|
| M               | T  | W  | T  | F  |
|                 |    |    | 1  | 2  |
| 5               | 6  | 7  | 8  | 9  |
| 12              | 13 | 14 | 15 | 16 |
| 19              | 20 | 21 | 22 | 23 |
| 26              | 27 | 28 | 29 | 30 |

| November (16-63) |    |    |    |    |
|------------------|----|----|----|----|
| M                | T  | W  | T  | F  |
| 2                | 3  | 4  | 5  | 6  |
| 9                | 10 | 11 | 12 | 13 |
| 16               | 17 | 18 | 19 | 20 |
| 23               | 24 | 25 | 26 | 27 |
| 30               |    |    |    |    |

| December (16-79) |    |    |    |    |
|------------------|----|----|----|----|
| M                | T  | W  | T  | F  |
|                  | 1  | 2  | 3  | 4  |
| 7                | 8  | 9  | 10 | 11 |
| 14               | 15 | 16 | 17 | 18 |
| 21               | 22 | 23 | 24 | 25 |
| 28               | 29 | 30 | 31 |    |

| January (19-98) |    |    |    |    |
|-----------------|----|----|----|----|
| M               | T  | W  | T  | F  |
|                 |    |    |    | 1  |
| 4               | 5  | 6  | 7  | 8  |
| 11              | 12 | 13 | 14 | 15 |
| 18              | 19 | 20 | 21 | 22 |
| 25              | 26 | 27 | 28 | 29 |

| February (19-117) |    |    |    |    |
|-------------------|----|----|----|----|
| M                 | T  | W  | T  | F  |
| 1                 | 2  | 3  | 4  | 5  |
| 8                 | 9  | 10 | 11 | 12 |
| 15                | 16 | 17 | 18 | 19 |
| 22                | 23 | 24 | 25 | 26 |
|                   |    |    |    |    |

| March (20-137) |    |    |    |    |
|----------------|----|----|----|----|
| M              | T  | W  | T  | F  |
| 1              | 2  | 3  | 4  | 5  |
| 8              | 9  | 10 | 11 | 12 |
| 15             | 16 | 17 | 18 | 19 |
| 22             | 23 | 24 | 25 | 26 |
| 29             | 30 | 31 |    |    |

| April (21-158) |    |    |    |    |
|----------------|----|----|----|----|
| M              | T  | W  | T  | F  |
|                |    |    | 1  | 2  |
| 5              | 6  | 7  | 8  | 9  |
| 12             | 13 | 14 | 15 | 16 |
| 19             | 20 | 21 | 22 | 23 |
| 26             | 27 | 28 | 29 | 30 |

| May (19-177) |    |    |    |    |
|--------------|----|----|----|----|
| M            | T  | W  | T  | F  |
| 3            | 4  | 5  | 6  | 7  |
| 10           | 11 | 12 | 13 | 14 |
| 17           | 18 | 19 | 20 | 21 |
| 24           | 25 | 26 | 27 | 28 |
| 31           |    |    |    |    |

| June (3-180) |    |    |    |    |
|--------------|----|----|----|----|
| M            | T  | W  | T  | F  |
|              | 1  | 2  | 3  | 4  |
| 7            | 8  | 9  | 10 | 11 |
| 14           | 15 | 16 | 17 | 18 |
| 21           | 22 | 23 | 24 | 25 |
| 28           | 29 | 30 |    |    |

Green-First Day of School and Last Day of School

Yellow-In-Service Days (No School for Students)

Pink- Holiday (No School)

Blue - Act 80 Days (No School for Students)

Tan-Snow Days (No School)

### Grading Periods

First: August 25 – October 28

Second: October 29 – January 19

Third: January 20 – March 24

Fourth: March 30 – June 3

### Assessment Dates:

December 7-18: Winter Keystone Exams

April 26-30: PSSA ELA (Grades 3-8)

May 3-7: PSSA Math/Science (Grades 3-8)

May 17-28: Spring Keystone Exams

August 20-21, 24.....In-Service Days

August 25..... First Day for Students

September 7 .....Labor Day

October 12 .....In-Service Day

October 30.....Act 80 Day/Parent-Teacher Conferences (K-12)

November 11 ..... In-Service Day

November 25-30.....Thanksgiving Break

December 23 - January 1.....Winter Break

January 18.....Martin Luther King Day

February 15.....President's Day

March 24.....Act 80 Day

March 25-28.....Spring Break

March 29.....Snow Day

April 12 .....In-Service Day/Senior Projects

May 14.....Snow Day

May 15 (Saturday).....Prom

May 31.....Memorial Day

June 3.....Last Day for Students/Commencement

June 4.....Snow Day

June 7.....In-Service Day

TBD .....Kennywood School Picnic

Approved 3-12-26

# ACADEMICS

## **BEFORE AND AFTER SCHOOL HELP**

Tutoring is offered before school (7:15 am to 7:35 am) and after school as needed with prior arrangements made with individual teachers. (2:40 pm to 3:10 pm)

## **CHANGES IN PERSONAL INFORMATION**

Students must report all changes in personal information to the office ASAP (address, phone number, etc.)

## **CHROMEBOOKS**

All students will be issued a Chromebook at the beginning of the school year. All parents/students must sign the “Use of Technology Form” and pay any applicable fees.

## **FIELD TRIPS**

Individual teachers schedule field trips as part of the academic program. Students may be denied the opportunity to attend field trips based on poor attendance, discipline, or educational effort. Regarding make-up work, students must notify their teachers of their absence at least one day in advance. The student is responsible for any missed work.

## **GRADING POLICY**

|    |           |                    |
|----|-----------|--------------------|
| A+ | 99 – 100% | Superior Work      |
| A  | 92 – 98%  |                    |
| A- | 90 – 91%  |                    |
| B+ | 88 – 89%  | Above Average Work |
| B  | 82 – 87%  |                    |
| B- | 80 – 81%  |                    |
| C+ | 78 – 79%  | Average            |
| C  | 72 – 77%  |                    |
| C- | 70 – 71%  |                    |
| D+ | 68 – 69%  | Below Average      |
| D  | 62 – 67%  |                    |
| D- | 60 – 61%  |                    |
| F  | 0 – 59%   | Failure            |

## **A HONOR ROLL, HIGH HONOR ROLL AND HONOR ROLL**

|                 |                                              |
|-----------------|----------------------------------------------|
| A Honor Roll    | 4.0 (All A's)                                |
| High Honor Roll | 3.5 to 3.999 (All A's and B's)               |
| Honor Roll      | 3.0 – 3.499 (No more than 2 C's (B Average)) |

No grades less than 70% (D) can be considered for Honor Roll. Incomplete grades “I” cannot be considered for Honor Roll. Honor Rolls are published on the district website for students in Grades 7 and 8.

## GRADING

1. The grade for each grading period will be computed on the following two areas of these achievements:
  - a. Participation (30-50%\* of cumulative total of your grade)
    - i. Classroom Participation
    - ii. Assignments
    - iii. Homework
    - iv. Lab Work
  - b. Assessment (50-70%\* of cumulative total of your grade)
    - i. Tests
    - ii. Projects
    - iii. Quizzes

*\*The percentages of these areas will differ according to the subject matter. Students will be informed of these percentages by the subject teacher within the first week of class.*

2. The Final Grade will be the average of each grading period's grade. Determination of the final grade in each class will be determined as follows:

|                                  |     |
|----------------------------------|-----|
| 1 <sup>st</sup> Nine Weeks Grade | 25% |
| 2 <sup>nd</sup> Nine Weeks Grade | 25% |
| 3 <sup>rd</sup> Nine Weeks Grade | 25% |
| 4 <sup>th</sup> Nine Weeks Grade | 25% |
3. The teacher may raise the grading period grade and/or the final grade of a student up only one letter grade when effort and other factors are considered.
4. Students will be given two weeks (first 10 school days) to change their schedule. Course selections **will not be changed** after the first 10 days of school. Class changes cannot occur unless the parent calls/emails the principal explaining the reason for the request. The Administrator must endorse that changing the class will help the educational welfare of the student.
5. All quizzes and tests are to be returned to the student within **five (5) school days**. Exceptions to this amount of time will be made with prior administrative approval. Tests returned late are of little value to the student and should not be considered for grading.

## **REPORT CARDS & PROGRESS REPORTS**

Report cards are available on PowerSchool at the end of each nine-week grading period. Progress reports will be available on PowerSchool at the midway point (4.5 weeks) of each grading period.

| <u>Grading Period</u> | <u>Progress Reports Issued</u> | <u>End of 9 Weeks</u> |
|-----------------------|--------------------------------|-----------------------|
| 1                     | Sept. 25                       | Oct. 28               |
| 2                     | Dec. 7                         | Jan. 19               |
| 3                     | Feb. 19                        | Mar. 24               |
| 4                     | Apr. 30                        | June 3                |

## **2026-2027 PSSA TESTING WINDOW**

| <b>Assessment</b>     | <b>Dates</b>              | <b>Grades</b> |
|-----------------------|---------------------------|---------------|
| English Language Arts | April 26 – April 30, 2027 | Grades 5-8    |
| Mathematics           | May 3 – May 7, 2027       | Grades 5-8    |
| Science               | May 3 – May 7, 2027       | Grade 8       |
| Make-up Exams         | May 10 - May 13, 2027     | Grades 5-8    |

## **HOMEWORK**

**Excused Absence** – Students are responsible to see their teachers for work missed during an excused absence. The student must make up homework within three days, according to teacher discretion.

**Unexcused Absence** – Work missed during an unexcused absence is at the discretion of the teacher and administration.

## **EDUCATIONAL TOUR OR TRIP REQUEST**

Please complete the Student Application for Educational Tour or Trip and return it to the school office at least two weeks prior to the proposed absence. A separate form must be filled out for each student. Absences for trips which have not been pre-approved or do not include acceptable educational activities will be marked “unexcused” and addressed appropriately within the attendance policy. The Pennsylvania School Code requires that we classify absences as “unexcused” unless the educational trip is approved by administration in advance. Please note that only on educational trip of a maximum of 5 school days will be approved each year. If a student is deemed habitually truant according to Board Policy 204, the request for the educational trip may be denied and would be considered “unexcused” **Please visit the district website at [www.freedomareaschools.org](http://www.freedomareaschools.org) to print the necessary form.**

### **INCOMPLETE GRADES**

Students must make arrangements for make-up work upon returning to school. If make-up work is not completed by the time agreed upon the grade automatically becomes a zero. The student has the responsibility to contact his/her teachers concerning make-up work.

### **MAKE-UP TEST POLICY**

If the student was present on the day that the test was announced, the student must take the test when he/she returns to school. If the student was absent on the day that the test was announced, the student will have up to three days to make up the test. The number of days will be determined by the teacher with consideration of extenuating circumstances such as prolonged illness. Note: If a student is late to school with an invalid excuse, that student receives a zero on the test that was missed. If the student has a valid excuse, then the test must be taken that same day by using a permit pass from another period or the student must stay after school to take the test. Also, if the student has a valid early dismissal note, he/she must take the test before leaving school that day. **It is the responsibility of the student to see the teacher in each of these circumstances or otherwise receive a zero on the test.** Extenuating circumstances will be reviewed by Administration.

### **GUIDANCE DEPARTMENT**

Our Guidance Department is available for the developmental needs of all students. The counselor is available for consultation to:

1. Develop effective study habits to promote academic success.
2. Improve problem-solving skills and coping strategies to deal with personal, social, and emotional matters.
3. Encourage career awareness and exploration as it relates to education.

### **PARENT CONFERENCES**

Parent conferences are welcome at any time. Please call the guidance counselor's office to make an appointment.

### **CONFIDENTIALITY**

All information collected as part of an individual student referral or evaluation is treated in a confidential matter. A written policy regarding the confidentiality of student records is available for review by contacting your child's building principal. Printed information regarding available special education services and programs and parent rights as they pertain to special education is available in the Building Principal's Office or the Office of the Superintendent of Schools. If you have any questions about the above information or special education services, please contact the school psychologist or your child's building principal.

## **STUDENT ASSISTANCE PROGRAM**

The Student Assistance Program (SAP) is an innovative program whose goals are to maximize individual student success in the regular classroom. The Student Assistance Team is available to all students in the Freedom Area Middle School. Involvement with the SAP Team may be initiated by Administration, Parent(s), Teacher(s), Student(s), or through a review of the student's grades or records. Requests for assistance may be made to the Principal or the Guidance Counselor. Parental permission is required for continuation in the program.

The Student Assistance Program is a process which includes:

1. Identifying students who are in need of academic, behavioral, and social support.
2. Convening SAP meetings to advocate for specific needs of students.
3. Applying intervention and management strategies.
4. Expanding the capability of classroom teachers by involving them in team decision making, problem-solving, and guided practice.
5. Monitoring implementation and student progress.
6. Determining how best to meet the needs of students through a continuum of services.

## **SPECIAL EDUCATION SERVICES AND PROGRAMS**

The Freedom Area School District offers a full continuum of special education programs and services to all eligible. Special education programs and services are available for eligible students between the ages of three (3) and twenty-one (21). Services for eligible children ages three (3) to school entry age may be requested by contacting the Beaver Valley Intermediate Unit at 724-774-7800. Services for eligible students of school entry age through twenty-one (21) years of age may be requested by your child's building principal. Special education programs at the Beaver Valley Intermediate Unit and/or the Freedom Area School District include:

1. Developmentally Delayed (Pre-School Only)
2. Autism
3. Visually Impaired
4. Mentally Gifted
5. Neurologically Impaired
6. Emotionally Disturbed
7. Speech and Language Impaired
8. Intellectually Disabled
9. Learning Disabled
10. Hearing Impaired
11. Multi-Handicapped
12. Physically Handicapped.

## **SCREENING**

The Freedom Area School District conducts intervention meetings in each building to identify students who may be eligible for special education services.

Parents or guardians may request that their child be screened or evaluated for special education services. Requests for screening or evaluation should be made in writing and directed to your child's

principal. For further information, parents or guardians may contact the school psychologist by telephone at 724-775-7641 x125.

### **PROTECTED HANDICAPPED STUDENTS**

The Freedom Area School District will not discriminate against protected handicapped students as defined in Chapter 15 of the regulations of the State Board of Education. The Freedom Area School District will provide each protected handicapped student enrolled in the district, without cost to the student or family, those related services or accommodations which are needed to participate in and obtain the benefits of the school program and extracurricular activities without discrimination and to the maximum extent appropriate to the extent of the student's ability.

### **ENGLISH AS A SECOND LANGUAGE**

All new students are required to complete a Home Language Survey with parent signature. ESL Support for qualifying students will be provided by the district through the Intermediate Unit.

### **PHYSICAL EDUCATION – MEDICAL EXCUSES**

Only students presenting a doctor's excuse will be exempt from the physical activity in gym classes. Written assignments may take the place of physical activity.

### **RECORDS POLICY**

Confidentiality laws regarding student records are enforced to safeguard our students' rights. Please contact the Principal for further information regarding student records.

### **SUMMER SCHOOL**

Summer school arrangements can be made through the Guidance Office. Students failing two or more subjects should attend summer school. It is not academically feasible to double up on core classes. Class loads are limited and sequential knowledge requirements are important to progressing to the next school year.

### **TRANSFERS**

All transfers to or from FMS must be handled through the Office. Parents must be present to sign papers at the time of a transfer as well as a withdrawal from school. In the event of a withdrawal, all school materials and/or accumulated fees must be turned in or settled prior to departure.

## ACTIVITIES

The following activities are available to students in the Middle School:

Pep Club  
Newspaper  
Math 24  
School Play  
Band - Lessons  
Student Gov't.  
Academic Games  
Chorus

Math Counts  
Newspaper  
Student Gov't.  
Academic Games  
Pep Club  
Band

Intramurals  
School Play  
Chorus  
Math 24  
Yearbook

## SPORTS

### **FALL**

JH Basketball (Girls)  
JH Soccer (Boys)  
JH Soccer (Girls)  
JH Football  
JH Cheerleading  
JH Cross Country

### **WINTER**

JH Basketball (Boys)  
JH Wrestling

### **SPRING**

JH Track & Field (Girls)  
JH Track & Field (Boys)  
JH Volleyball (Girls)  
JH Baseball  
JH Softball

## REQUIREMENTS FOR SPORTS PARTICIPATION

- Age – Not to turn 19 before July 1 of up-coming school year (JH-16)
- Semesters of participation – not to exceed 8
- Attendance – Absentees not to reach 20 days in a semester. After 20 absences in a semester, the student must attend for 60 days before being declared eligible.
- Must have permission slip signed by parent/guardian
- Must pass a physical examination and have school insurance.
- Other PIAA/WPIAL/MAC sanctions that apply must be adhered to.
- Amateur status
- The student has no disciplinary probation restrictions.
- Transferring student/athletes must be approved by the WPIAL
- **Any student who is failing two or more core content classes or failing a three total classes will be ineligible for all athletic, band and extra-curricular activities for 7 days.**
- \*\*\*No student-athlete is permitted to participate in practice or a game unless he/she has been in school that day. Students must be in school by 11:00 a.m. with a valid tardy excuse approved by the Administration in order to be permitted to participate that day. No student-athlete will be permitted to leave school with a valid early dismissal note before 1:00 p.m. unless first approved by the Administration.

### **PARENT ORGANIZATIONS – FMS PARENTS**

Meetings are held in the middle school cafeteria at 6:00, dates announced on the FMS Parents Facebook page.

### **FUNDRAISING**

All fundraising must be approved by the Principal. Fundraising is limited to organizations directly affiliated with the intermediate/middle school. Students are not permitted to solicit games of chance.

### **SOCIAL ACTIVITIES**

School activities (dances, formals, banquets, athletic events, field trips, etc.) are scheduled throughout the school year. Student behavior at these events, regardless of location, is subject to disciplinary action in accordance with our code of conduct listed in this handbook.

### **SPORTSMANSHIP**

The Administration, faculty, coaches, and athletes at FMS stress the following pledge as a positive Bulldog fan:

We enforce the fundamental principles of fair play.

We realize that “winning at any cost” is unacceptable.

We respect the opposing team, cheerleaders, and fans.

We respect game officials.

We realize that name-calling, taunting, finger-pointing, and any other form of verbal or physical confrontation have no place in our athletic arenas.

We realize that degrading or insulting cheers or signs are unacceptable.

We realize that we are to cheer for our team rather than against our opponent.

### **STUDENTS' RIGHTS**

The courts have ruled that students are entitled to certain rights. Also, the student, like anyone else, does not have the total freedom to do as he/she pleases. In cases involving both students' rights and school discipline, the individual freedom of the student will be weighed against the school's responsibility by law to provide an environment for learning to take place and to prevent disruption or the invasion of the rights of others.

## **ATTENDANCE AND SCHOOL TARDY POLICIES**

Regular and prompt attendance is essential for each student to progress scholastically and develop a responsible approach to work habits which carries over to adult life. School attendance and prompt arrival to school are responsibilities of the students and parents. It is our responsibility as an educational institution to provide daily instruction. Any activity that detracts from our goal to provide quality education for our students will be discouraged; hence, students and parents will be informed of violations of our policy, and proper disciplinary action will be taken according to the following guidelines:

**ABSENCES** - All absences (excused and unexcused) will accumulate on a yearly basis.

### **Excused Absences**

1. MUST SEND WRITTEN EXCUSE TO SCHOOL within 3 days of returning to school.
2. A maximum of 10 general notes can be used to verify absence.
3. After 10 general notes, all other absences must be verified with a doctor excuse or will be counted as unexcused.
4. All doctor excuses must include the doctor's name and phone number for verification.
5. All excuses must be brought to the office upon the student's return to school.

#### **Definition of an EXCUSED ABSENCE:**

- a. Sickness/injury verified by a doctor's excuse or parent note.
- b. Serious illness or death in the immediate family
- c. Suspensions from school
- d. Medical, dental or legal appointments that cannot be made after school  
(Student must have official note from the doctor's office)
- e. Observance of religious holidays
- f. Hazardous weather conditions
- g. Definite emergency situations approved by the Administration
- h. Any other circumstances that have been previously approved by the Administration

### **Unexcused/Illegal Absences**

1. Students will be sent a WARNING LETTER at 3 days of unexcused absences.
2. Students with 6 or more unexcused absences will be sent to the school's prevention specialist.
3. Students will receive zero credit for all work on unexcused/illegal absences.

#### **Definition of an UNEXCUSED/ILLEGAL ABSENCE:**

- a. Skip days are not approved by the school (this will result in discipline)
- b. Seen on or near school property and does not report to school
- c. Missing the bus, oversleeping, car failure
- d. Trips not approved in advance
- e. Working during the school day, helping at home (non-emergency), babysitting
- f. Hunting, fishing, shopping, eating breakfast, birthdays, etc. or any other reason that doesn't fall under State Regulations as an excused absence.

**Disciplinary Procedure for Unexcused Absences** – On the THIRD day of unexcused/illegal absence, the parent will be sent a warning letter regarding truancy fines. On the TENTH day of unexcused/illegal absence, the student will be referred to the local magistrate's office.

**The school will not accept parental notes once the notice has been sent to the District Magistrate.**

**TARDIES TO SCHOOL** - All tardies (excused and unexcused) will accumulate on a yearly basis. Students are late at 7:40 am. They must report to the office for a tardy pass.

**Excused Tardies**

1. MUST SEND WRITTEN EXCUSE TO SCHOOL within 3 days of returning to school.
2. A maximum of 5 parent notes can be used to verify tardies.
3. All other tardies must be verified with a medical excuse or will be counted as unexcused.
4. All doctor's excuses must include the doctor's name and phone number for verification.
5. The same guidelines set by the State in regards to attendance will be followed to determine excused and unexcused tardies.

**Unexcused Tardies** - Disciplinary Procedure

1. Only unexcused tardies accumulate for disciplinary reasons
2. Students cannot make up work in any classes that were missed during unexcused tardies. Students will receive zero credit in those classes. To avoid this, students who are tardy must have their valid excuse available when they arrive at school.
3. 5 School tardies(per year) = Warning letter and lunch detention
4. 10 School tardies (per year) = Hour detention
5. 15 School tardies (per year) = Two one hour detentions.
6. The following reasons are considered to be unexcused tardies:
  - a. Sleeping in, alarm did not go off, no one got me up.
  - b. Car failure, missed the bus, missed ride.
  - c. Any other excuse not covered under the State exemption clause for mandatory attendance.

**NOTE:** Students must be in school by 11 am to be permitted to participate in extracurricular activities that day after school. Valid tardy notes and early dismissal notes are mandatory in these cases. Extenuating circumstances will be reviewed by administration.

## **EARLY DISMISSALS**

Students wanting to be excused early from school must bring in a note from their parent/guardian explaining the **valid** reason for the dismissal. The note must be specific and the reason must be covered under the acceptable excuses outlined in the attendance policy. The student will not be permitted to leave until the parent calls to confirm the validity of the note. The parent/guardian must include a phone number on the note for the school to confirm in case the parent forgets to call the school. Students who attempt to use a forged early dismissal will be disciplined accordingly.

**NOTE:** Students must SIGN OUT with the attendance office before leaving. No student is permitted to leave school without permission from the nurse, attendance office, or administration.

### **Excused Early Dismissal**

1. MUST TURN IN WRITTEN NOTE TO ATTENDANCE OFFICE before school and receive an EARLY DISMISSAL PERMIT. Note must contain Student Name, Time of Early Dismissal, Reason for Early Dismissal including Doctor/Dentist name & phone number if applicable, Phone Number of Parent/Guardian, Parent/Guardian Signature.
2. A maximum of 5 parent notes can be used to excuse students for an early dismissal.
3. All other early dismissals must be verified with a doctor excuse or will be counted as unexcused. Student will receive a zero for any work missed due to an unexcused early dismissal.
4. All doctor's excuses must include the doctor's name and phone number for verification.
5. The same guidelines set by the State in regards to attendance will be followed to determine excused and unexcused early dismissals.

### **Unexcused Early Dismissal** - Disciplinary Procedure

1. Students cannot make up work in any classes that were missed during unexcused early dismissals. Students will receive zero credit in those classes. To avoid this, students requiring an early dismissal must turn in their valid note to the attendance office when they arrive at school.
2. 5 School unexcused early dismissals(per year) = Warning letter and lunch detention
3. 10 School unexcused early dismissals(per year) = Hour detention.
4. 15 School unexcused early dismissals(per year) = Two one hour detentions

## **ATTENDANCE PROCEDURE**

The automated phone system will call home to report a student absent. All students will be marked as unexcused until we receive a valid excuse within 3 days or a call from parent. If a student is out for more than 3 days unexcused the attendance secretary will call home to follow-up.

**NOTE TO PARENTS:** So that we can continue to work together to provide a sound education for your children, please follow these guidelines when writing absence/tardy/excuses for your child. Include full name, dates of absences/tardies, and reason for the absence/tardy. When writing the reason, please be as specific as possible. For example “John was absent/tardy because he wasn’t feeling well” would be better written as “John was absent/tardy because he had an upset stomach this morning.” If the note is too vague, the excuse will be considered invalid and the student cannot make up work missed and may have further disciplinary action taken. Your cooperation will be greatly appreciated and extremely helpful when determining whether the absence/tardy is excused or unexcused according to State guidelines.

**NOTE:** The student must be in school for 5+ periods a day to get credit for a full day attendance. (1-4 periods equal a half-day.)

### **CLASS CUTS/LEAVING CLASS WITHOUT PERMISSION**

The following disciplinary action will be carried out for students cutting classes:

- 1st offense = 1 hour detention
- 2nd offense = Saturday detention.
- 3rd offense = Informal hearing – 1 Day of ISS.
- 4th offense = Administrative discretion inclusive of, however not limited to Informal hearing, and truancy charges filed, 1-3 days of OSS, Formal Expulsion Hearing.

Students will receive zero credit for work missed in classes when they leave without permission.

### **GRADING POLICY FOR CLASS ATTENDANCE/EARLY DISMISSALS**

Students who have early dismissals will receive zero credit for all work missed in class unless a valid excuse is presented in writing to the attendance office. Valid excuses are notes from the doctor’s office written on the doctor’s professional form. Parental notes will not be accepted!

Students will receive no credit for work missed in class when they cut class.

# **FREEDOM AREA MIDDLE SCHOOL CODE OF CONDUCT**

## **PURPOSE OF THE DISCIPLINARY CODE**

Our code addresses the district's goal of providing a safe and secure learning environment for students and encourages, supports, and maintains an educational environment conducive to learning. Everyone involved in the educational setting at Freedom Intermediate/Middle School has the right to expect a safe, orderly, and pleasant environment.

The guidelines set forth in the following code are intended to protect the rights of all students and staff. Regulatory guidelines and policies have been set to ensure that all offenders will be treated fairly and reasonably when actions or speech become disruptive to the educational process in the building.

The code of conduct provides guidance in the process of producing a safe environment and encouraging responsible behavior with mutual respect and cooperation among all within the Freedom/Conway/New Sewickley community. Mutual respect, responsibility, and self-discipline are the common threads of success that will be emphasized throughout our school and community.

It is our desire that each student has the opportunity to expand his/her knowledge, enrich his/her life experience, exercise his/her own self-control and take responsibility for his/her own actions. We will work together to learn, to grow, and to enjoy our middle school days and prepare for the future as independent, responsible adults.

What follows is a section of Pennsylvania school code that establishes the foundation for codes of conduct throughout the state. In practice, it provides direction for developing and maintaining guidelines for individual behavior.

## **IN LOCO PARENTIS**

Section 1317 of the Pennsylvania school code states: "Every teacher in the public school shall have the right to exercise the same authority as to conduct and behavior over the students attending his/her school, during the time they are in attendance, including the time required in going to and from their homes, as the parents, guardians or persons in parental relation to such pupils may exercise over them."

## **PROGRESSIVE DISCIPLINARY ACTION PLAN**

Teaching responsibility and self-discipline has become a growing challenge for our schools today. We believe that students become more responsible decision-makers when they are held accountable for their decisions. As educators, we realize that these traits are not learned overnight. Some learn quickly, and others take a little longer to learn how to think before they act. For this reason, we follow a progressive disciplinary system that gradually incorporates disciplinary steps as the student grows (i.e. personal detentions, hour detentions, Saturday detentions, ISS, SAP referrals, parent conferences, etc.). In addition to this progressive system are disciplinary actions that are more severe, such as suspensions, hearings, expulsions, etc. These are in place for infractions that call for stronger actions, all of which are described in this handbook. The following action plan is in place for minor disruptions occurring at the Freedom Area Middle School and is handled in a manner that preserves a quality educational environment.

Students who receive a Level 1 detention must serve a personal detention with the teacher for 30 minutes after school. It is our desire that the student and teacher develop an understanding/relationship during this time, and further problems will be eliminated. If the student does not serve the personal detention, it will result in an hour detention. Students who are absent on the scheduled detention date must make it up on the day he/she returns to school. If there are any other conflicts with the date, it is the student's responsibility to work out a solution with the teacher.

Should the student continue to act out in school and/or be irresponsible, the administration will schedule a parent conference to discuss terms of probation for the student. Again, our goal is to help the student change his/her behavior.

### **ADMINISTRATION, FACULTY & STAFF RESPONSIBILITIES**

1. To provide a safe, secure learning environment for all students.
2. To treat all students fairly and with respect.
3. To provide guidance and support for students in their pursuit of academic excellence.

### **STUDENT SHOULD**

1. Attend school regularly.
2. Give a conscientious effort in classroom work.
3. Adhere to all school rules and regulations.
4. Share in responsibility to develop a school climate that is conducive to learning.
5. Respect the rights of all others involved in the educational process.
6. Express their ideas and opinions in a respectful manner.
7. Cooperate in the investigation of any matter relating to the health, safety, and welfare of the school community.
8. Comply with commonwealth and local laws.
9. Exercise care when using school facilities and/or equipment.
10. Be on time for school and school activities.
11. Make up work when absent from school.
12. Promote intercultural and intergroup relations and understanding.
13. Apply their abilities and interests to the improvement of their education.
14. Develop and apply their learning skills.
15. Attend school for the purpose of obtaining a meaningful and quality education.
16. Contribute toward the overall improvement of the school curriculum through active involvement in both classroom and co-curricular activities.
17. Develop a sense of pride and respect for the school and the ideas for which it stands.
18. Assure that they have a voice in the Student Government through their duly elected representatives.
19. Provide support for the members of athletics and groups representing the school as part of the "spirit" necessary for team success.

### **ASSEMBLY BEHAVIOR**

Students are expected to act in a respectful and cooperative manner during school assemblies or pep rallies. Whistling, booing, foot-stomping, and yelling are not acceptable behaviors. Our behavior must be such that any guests would be proud to have witnessed. Students should sit in designated areas when attending assemblies in the auditorium. Teachers will take roll.

### **BUS TRANSPORTATION**

School buses will stop for students living beyond walking distance from school only at designated stops. The children should be at the appointed stop on time and are expected to aid the driver by being quiet and courteous.

Parents can aid the school by seeing that their children behave properly while waiting for the bus to arrive. **RIDING THE BUS IS A PRIVILEGE; STUDENTS MAY BE SUSPENDED FROM RIDING THE BUS IF THEIR ACTIONS JEOPARDIZE THE SAFETY OF OTHERS.**

### **PARENT NOTIFICATION**

The Freedom Area School Board has authorized the use of video/audio cameras on school buses. These cameras can record both what is said and what is done on the school bus. The video/audio cameras will be used to monitor student behavior to maintain order on the school buses to promote and maintain a safe environment. Student and parent/guardian are hereby notified that the content of the tapes may be used in a student disciplinary proceeding. The content of the tapes are confidential student records and will be safeguarded. Tapes will be retained, only if necessary, for use in a student disciplinary proceeding or other matters as determined necessary by the administration.

### **BUS CONDUCT**

Riding a bus is a privilege, not a right! Exercise caution, good manners, and consideration for other people. Obey the driver; his first concern is for your safety. Below are some regulations students are asked to abide by at all times: (Includes field trips – 3, 4, 5, and 6)

1. The bus driver shall be responsible for the orderly conduct of pupils. While on the bus, the pupils are under the authority of and directly responsible to the bus driver.
2. Pupils are to meet the bus at the scheduled time and at the stop designated by the Board of Education. Drivers are not required to wait for the pupils who are not ready when the bus arrives.
3. No unnecessary noise, disturbance, or improper language will be permitted at any time. Absolute quiet must be observed when approaching railroad crossings – for safety's sake.
4. Never extend arms or hands from bus windows.
5. No student or group of students will be permitted to ride a bus other than the bus to which he is regularly assigned, and then only "station stops to school" and "school to station stops" designations. Only exceptions will be individual cases granted upon written request from the parent to the principal.
6. Chronic and/or safety problems will be referred to the principal by the bus driver. Students could lose their bus privileges temporarily or permanently if any problems are not eliminated.

### **WAITING FOR THE BUS**

1. Be at your assigned (students must ride assigned bus) stop five minutes ahead of time.
2. Stay a safe distance from the road.
3. Get in line when the bus approaches.
4. Stay clear of the bus until it has come to a complete stop.
5. Let smaller children board first.
6. Your driver has a schedule to keep. If you are not at the bus stop, he can't wait for you.

### **BOARDING THE BUS**

1. Always use the handrail.
2. Go up the steps one at a time.
3. Don't push or crowd others.
4. Go directly to your seat. The bus will not move until all passengers are seated.
5. Regulations do not permit passengers to stand in a moving school bus.

### **CONDUCT ON THE BUS**

1. Place books or parcels on your lap. Keep the aisle clear.
2. Avoid loud talking and confusion that might distract your driver.
3. You can help the driver when the bus approaches railroad tracks by keeping quiet so that he can listen for trains.
4. Ask the driver for permission before opening windows.
5. Keep arms and head inside the bus.
6. Throwing objects inside or out of the bus could cause an accident.
7. The emergency door and exit controls may be used only during supervised drills or actual emergencies.
8. The bus is not a playground. Save wrestling and horseplay for another time.
9. Do not smoke.
10. Remain seated until the bus comes to a complete stop at its destination or your bus stop. Help your drivers to keep the bus clean and in good shape. Don't eat on the bus, write on the back seats, throw things on the floor, or cut the seats.

### **GETTING OFF THE BUS**

1. Use handrail and take one step at a time.
2. Pushing or crowding could cause an accident.
3. After you leave the bus, go directly to your school or home.

### **BUS PASSES**

1. All bus passes must be written or phoned in by the parent and turned into the office by noon.

### **CHEATING/PLAGIARISM**

Any student who is discovered to have cheated, plagiarized, or similar including aiding another student to knowingly cheat, plagiarize, or similar will receive a zero for that assignment, project, test, mid-term, final, etc. Further administrative discipline may be taken depending on the circumstances of the violation.

## **DISPLAYS OF AFFECTION**

Inappropriate display of affection is not permitted in the school setting. Students will be disciplined and parents contacted if necessary.

## **DRESS CODE**

Freedom students are expected to present a neat, clean, and well-groomed appearance. Any attire causing a disruption to the education process or poses a health/safety issue will not be permitted. This code applies to both male and female students. **Students not abiding by the dress code will be sent home to change into appropriate clothing or have their parents bring in a change of clothing for them. In addition to being asked to change, additional discipline will be assigned as follows:**

- 1<sup>st</sup>- Offense- Warning
- 2<sup>nd</sup> Offense- 1-Hour Detention & Phone Call to Parents
- 4<sup>th</sup> Offense- Saturday Detention & Phone Call to Parents
- 5<sup>th</sup> Offense or More – In-School Suspension & Phone Call to Parents

1. Hats, large bandanas, and non-prescription sunglasses are prohibited in school: except on approved hat days.
2. Hoods aren't to be worn in school on any occasion.
3. No clothing which interferes with the normal function of a class is to be worn.
4. No items that could, in the opinion of the teachers or administration, be used in any way as a weapon or is a health & safety issues. This includes but is not limited to: chains, spikes, etc.
5. Clothing with obscene or suggestive pictures or language may not be worn.
6. Clothing that advertises drugs, alcohol, tobacco, or satanic suggestions is not permitted.
7. Skirts and shorts must reach the tips of the middle finger when hands are fully extended at the sides. Any questionable lengths will be addressed by staff and may require a change of clothes.
8. Tank top strap tops must be at least two (2) fingers wide. Spaghetti tops and strapless tops aren't permitted.
9. Bare midriffs, halters, and similar outfits may not be worn.
10. Undergarments should not be exposed or visible.
11. Clothing that may cause disharmony in the building will be prohibited.
12. Shoes must be worn at all times.
13. Inappropriate make-up, face/body painting will not be permitted.
14. Provocative dress such as see-through fabrics, deeply plunging necklines, strategic cutouts, and extreme bare midriffs will not be permitted at any school activity including dances, banquets, etc.

**NOTE: The faculty and administration have the right to question a student's dress. The administration will take any necessary action if any item is not specifically covered in Items 1 – 14.**

## **DUE PROCESS**

No disciplinary action will be taken until the student is first notified on the reason(s) for the action taken by the administration.

No after school detention will be served until notification is made to the parents by either phone, email, or mail.

ISS and OSS will not be served until parents have been notified. ISS may be initiated if parental contact has been unsuccessful.

Any suspension of 4-10 days must be accompanied by an informal hearing in the Principal's office within five days. The following requirements will be observed:

- A. Notification of the reasons for the suspension shall be given in writing to the parents or guardian and to the student.
- B. Sufficient notice of the time and place of the informal hearing shall be given.
- C. A student has the right to question any witnesses present at the hearing.
- D. A student has the right to speak and produce witnesses on his own behalf.

Any hearing for an expulsion from school in front of the Board of Education will follow these requirements:

- A. Notification of the charges shall be sent to the student's parents or guardian by certified mail.
- B. Sufficient notice of time and place of the hearing must be given.
- C. The hearing must be held in private unless the student or parent requests a public hearing.
- D. The student has the right to be represented by counsel.
- E. The student has the right to be presented with the names of witnesses against the student, and copies of the statements and affidavits of those witnesses.
- F. The student has the right to request that any such witnesses appear in person and answer questions or be cross-examined.
- G. The student has the right to testify and present witnesses on his own behalf.
- H. A record must be kept of the hearing, either by stenographer or by tape recorder. The student is entitled, at the student's expense, to a copy of the transcript.
- I. The proceeding must be held with all reasonable speed.
- J. Where the student disagrees with the results of the hearing, recourse is available in the appropriate state or federal court.

### **FREEDOM OF EXPRESSION**

Students have the right to express themselves unless such expression materially and substantially interferes with the educational process, threatens immediate harm to the welfare of the school or community, or encourages unlawful activity, or interferes with another individual's rights.

Students have the responsibility to obey laws governing libel and obscenity and to be aware of the full meaning of their expression. Students have the responsibility to be aware of the feelings and opinions of others and to give others a fair opportunity to express their views. (See harassment policy)

### **PLEDGE OF ALLEGIANCE/FLAG SALUTE**

It is the responsibility of every citizen to show proper respect for his/her country and its flag. However, students may decline to recite the pledge of allegiance and may refrain from saluting the flag on the basis of personal belief or religious convictions. Students who choose to refrain from such participation shall stand and respect the rights and interests of classmates who do wish to participate.

### **SEARCHES**

A student, their locker, or personal possessions may be searched when a school administrator has probable cause or a reasonable suspicion. (Please refer to District policy 226)

### **STUDENT VOICE IN GOVERNMENT**

Students will have the opportunity to voice their opinions and ideas for change through student government elections, class officer elections, or through homeroom representative elections.

### **TARDY TO CLASS**

Students are expected to be on time for all classes. Students will receive a lunch detention for their first three tardies to class per nine weeks. Each subsequent tardy will result in a referral to the office.

## **LEVELS OF BEHAVIOR**

### **Level 1**

Classroom Disruption  
Homework Incomplete (3+)  
Unprepared for Class  
Inappropriate Speech  
Horseplay  
Bus Behavior (1<sup>st</sup> offense)  
In Area Without Permission  
Eating or drinking in an authorized area

Inappropriate Behavior  
Uncooperative Behavior  
Hall Pass Abuse  
Behavior for Sub  
Dress Code (1<sup>st</sup> offense)  
Unprepared for gym (shoes, etc.)  
Verbal Dispute between others

\*Disciplinary action for Level 1 can be one or more of the following:

Change Seating/Isolate  
Verbal Reprimand  
Hall Pass Restriction  
Academic Detention w/teacher

Hour Detention  
Administrative Conference/Warning  
Parental Contact (Mail or phone)  
Lunch Detention

### **Level 2**

5+ Class Tardies  
10+ Unexcused School Tardies  
Class/Study Hall Cut  
Outside Building Without Permission  
Behavior on a field trip  
Unauthorized Use of Electronic  
Devices (**including wearable  
technology**)  
Dress Code Violation (2+)  
Left Area Without Permission  
Public Display of Affection  
Insubordination/Disrespect – Minor  
Inappropriate Use of Technology

Did Not Serve Personal Detention  
Did Not Serve Hour Detention  
Cafeteria Misconduct  
School Assembly/Activity Misconduct  
Behavior for Substitute Teacher-Habitual  
Bus Behavior (2<sup>nd</sup> offense)  
Forged Pass  
Cheating/Plagiarism  
Inappropriate Language  
Open Defiance – Minor  
Habitual Level 1 Referral  
Other

\*Disciplinary action for Level 2 can be one or more of the following:

Administrative Conference/Warning  
Parental Contact (Mail/Phone)  
Hour Detention  
Suspension  
Parental Conference  
Saturday Detention

Lunch Detention  
Hall Pass Restriction  
In-School Suspension  
Contact Probation Officer  
Suspension From Bus  
Administrative Discretion

### Level 3

|                                                                       |                                |
|-----------------------------------------------------------------------|--------------------------------|
| Open Defiance - Major                                                 | Possession of Lighter/Matches  |
| Insubordination/Disrespect - Major                                    | Act of Gambling                |
| ISS/Detention Behavior                                                | Possession of Tobacco/Vape     |
| Destroy/deface school property                                        | Smoking Policy Violation       |
| Intimidation/Threats/Bullying                                         | Second Circumstantial Smoking  |
| Threatened Teacher/Staff                                              | Hindering an Investigation     |
| Causing a Disruption                                                  | Disorderly Conduct             |
| Altercation/Confrontation                                             | Safety Violation               |
| Fighting/Assault                                                      | Bus Behavior (Major)           |
| Harassment                                                            | Left School Without Permission |
| Poor sportsmanship at an extracurricular event (athlete or spectator) | Habitual Level 2 Referral      |
| Stealing                                                              | Other                          |

\*Disciplinary action for Level 3 can be one or more of the following:

|                                    |                                 |
|------------------------------------|---------------------------------|
| Parental Contact or Conference     | Behavior Contract/Agreement     |
| Probation Officer Contacted        | Restitution                     |
| Police Contact                     | Probation/Hall Pass Restriction |
| Loss of extra-curricular privilege | Loss of technology privileges   |
| Suspension                         | Daily Monitor Slip              |
| In-School Suspension               | Removal from Field Trips        |
| Informal Hearing                   | Administrative Discretion       |

### Level 4

|                               |                                        |
|-------------------------------|----------------------------------------|
| Weapons Policy Violation      | Endangers Self and/or Others           |
| Drug/Alcohol Policy Violation | Destroy/Deface Staff/Personal Property |
| Assault Teacher/Staff         | Bomb Scare Involvement                 |
| Sexual Harassment             | Habitual Referral/Incorrigibility      |
| Set Off Fire Alarm            | Destroy/Deface School Property-Extreme |
| Set Fire on School Property   | Citing a Riot or Disturbance           |
| Indecent Exposure             | Malicious Use of Technology            |

\*Disciplinary action for Level 4 can be one or more of the following:

|                                    |                                  |
|------------------------------------|----------------------------------|
| Strict Probation                   | Contact Probation Office         |
| Informal Hearing                   | Restitution                      |
| Suspension (5 – 10 days)           | Recommendation To Outside Agency |
| School Board Hearing For Expulsion | For Counseling                   |
| Contact Police                     | Administrative Discretion        |
| Loss of technology privileges      |                                  |

**Note:** Each behavior infraction carries with it a disciplinary action. Our philosophy in matters of discipline is that the student is ultimately responsible for his/her behavior; therefore, with a good balance of consequences and counseling, the student will be expected to improve his/her decision-making process that may have led to trouble in the past. Over a reasonable period of time, behavior problems, and poor decision-making by the student should lessen significantly. With parent involvement throughout this process, we hope to support and encourage the student, as well as provide consequence when necessary. It should be noted that an uncooperative attitude by the student could lead to expulsion.

## **DISCIPLINARY ACTION - DEFINITIONS**

**ACADEMIC DETENTION** – Individual teachers assign academic detention for Level 1 infractions. The detention is scheduled for one day after school, from 2:40-3:10 with that particular teacher. Parents will be notified. Failure to serve detention will result in an hour detention.

**HOURLY DETENTION** – The administration assigns hourly detention for Level 2 infractions. Hourly detention is held after school from 2:40-3:40 in a central location. Failure to serve hourly/two-hour detention will result in an in-school suspension.

**NOTE:** If the student is absent from school on the day of personal or hourly detention, he/she must serve it on the day he/she returns to school. Also, parents are responsible for transportation.

**SATURDAY DETENTION** - Saturday detention will run from 8:00 A.M. – 11:00 A.M. Parents are responsible for transportation.

**IN-SCHOOL SUSPENSION** – ISS is held in an isolated classroom. All core subject teachers will send classwork to the ISS room during the day. Students are expected to work quietly and cooperate in all manners while in ISS. Breaks are worked into the schedule and the students eat lunch together also. Cell phone will be turned into the office. Misbehavior in ISS will result in a one-day suspension. An attempt to contact the parent by phone will be made.

**SUSPENSION (1-3 DAYS)** - Parents must be notified before a student can be suspended from school. A suspended student is not permitted on school property and cannot participate in or attend any extra-curricular activities during the suspension. In the event of inclement weather and the district is closed the suspension is extended to the following day. A parent conference may be scheduled before the student can return to school.

**SUSPENSION (4-10 DAYS)** – Suspensions of four or more days are used for more serious offenses. The same restrictions as listed for 1-3 day suspensions are in effect. In addition, the parents will be notified by mail about the reasons for the suspension. Included in the letter will be the scheduled time, place, location for an informal hearing with the administration, which is mandatory before the student can return to school.

**BEHAVIOR CONTRACT** – A written agreement between the school, parents, and student that specifies the responsibilities of the student and the consequences for non-compliance to be administered by both the school and the parent. A daily monitor slip will be signed by the teachers to comment on the student's behavior and academic effort.

**FORMAL HEARING** – The final step in the disciplinary action line is an expulsion. A formal hearing must be scheduled before an expulsion can take place. Parents will be notified of all their due process rights before the hearing.

**HALL PASS RESTRICTION** – Students on hall pass restriction will not be permitted to use the hall pass freely. Once in the morning and once in the afternoon will be arranged with specific teachers to monitor the student's use of the pass and to allow for restroom time. Abuse of this restricted time will result in consequences. Teachers can restrict students from using the hall pass in their class at any time they feel the student has abused the privilege. In which case, the teacher must contact the parent.

**INFORMAL HEARING** – An informal hearing is scheduled with the parents and student for the purpose of discussing ways by which future offenses can be avoided. Probation and/or a behavioral contract may be in order at this time. The informal hearing may lead to a recommendation for a formal hearing in front of the school board for expulsion.

**OTHER ALTERNATIVES** – A student can be referred to the school psychologist or an outside agency for counseling. The student will have to comply with the recommendations of these professionals. Expulsion from school is the last resort. Parents will be responsible for finding a school to educate their child.

**PROBATION** – Probation will be at the discretion of administration.

- The student will be on hall pass restriction.
- Will not be able to participate in or attend any extra-curricular activities (This is subject for review upon completing any counseling services during the probationary period).
- The student must meet daily with an assigned faculty/staff member.
- The student must adhere to all school rules and policies.
- Any school tardies or absences must be confirmed by telephone before 8:00 a.m. by a parent.
- Students may be required to avoid, whenever possible, certain areas and/or peers that have contributed to his/her making poor decisions that ended in trouble.
- The student may not be permitted to attend field trips during the probationary period.

## **P.A.W.S Program**

### **PAWS Program Description**

The PAWS Program is a new Positive School-Wide Behavior Program at Freedom Area Middle School. The program was designed with student and teacher input and is intended to promote and reward students who exhibit positive behaviors and attitudes throughout the school day. The three tenants of the program are having **P**ositive Attitudes, being **A**ccountable for Your Behavior, and making **W**ise and Respectful Choices, which together make **S**uccessful students.

The goal of the PAWS Program is to create a social culture in our building that will encourage positive behaviors and interactions while discouraging problem behaviors. Research shows that a positive social school culture will lead to a safe environment where students achieve higher academically and build positive relationships with each other and with adults. The foundation of this approach emphasizes teaching students the behaviors that we expect to see, reminding them to use those behaviors, acknowledging them when they do, and correcting them when they do not.

The program will kick off with students being taught the specific behaviors expected for each area of the school. If students do not meet the behavior expectations, they will be retaught the proper behavior. PAWS is designed to teach and reinforce the expected behaviors before discipline. The goal of the program is to encourage students to not only be on their best behavior at school and in the community but also to be an example to their peers. As a middle school team, we believe that students perform at their highest level when they are a part of a caring and safe learning environment and that the students are an integral part of creating this environment for each other.

### **PAWS Reward System**

Students who show appropriate behaviors will be recognized on a daily basis by earning a PAW ticket from their teachers. All of the PAW tickets will be entered for weekly prize drawings. Students who continuously display good behaviors and who are role models for their peers will be awarded a Bulldog Bonus card. These students will be eligible for a mystery prize as part of the Principal's 100. At the end of semester, all students who have received Bulldog Bonuses will be entered into a drawing for larger prizes which will be awarded at the end of the year. Misbehaviors will be handled at the classroom level and at the office level, with a focus on re-teaching the expected behaviors when needed. Consequences will be administered according to the tiered system listed in the handbook.

## **Minor Infractions**

### **Defiance/Disrespect**

- Talking back
- Body Language
  - Smacking lips/rolling eyes
  - Tone/facial expressions
- Arguing with the teacher
- Arguing with classmates
- Sleeping in class
- Dishonesty
- Cheating/Plagiarism
- Running in the hallway
- Loud noise(s) in the hallway
- Not walking on right hand side of hallway

### **Fighting/Physical Aggression**

- Play fighting
- Horseplay

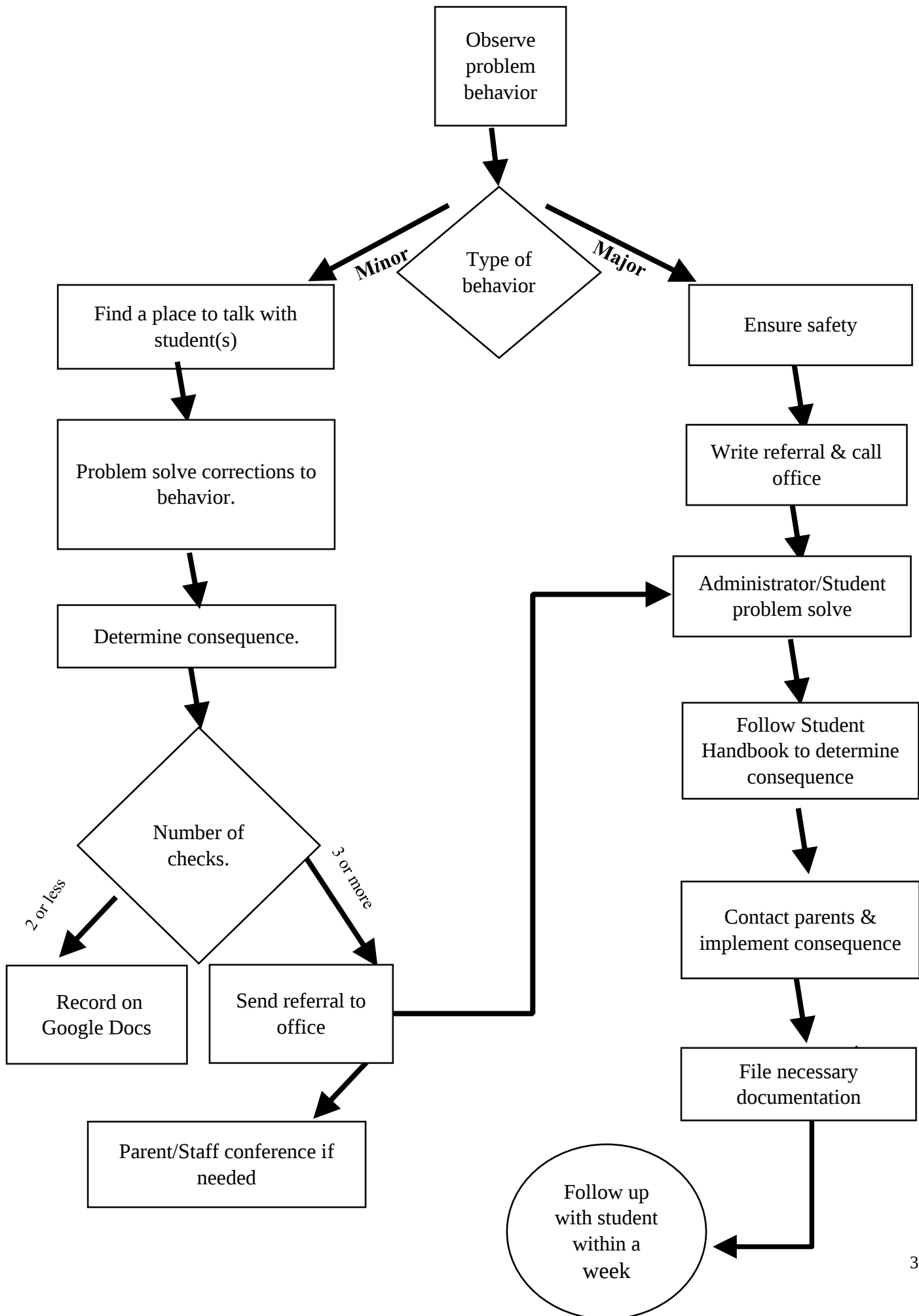
### **Inappropriate Language**

- Cursing

- Name calling

### **Disruptions/Off-Task Behavior**

- Making noises
- Chair rocking
- Talking out
- Talking to neighbor at inappropriate times
- Throwing items
- Shooting rubber bands
- Noise with materials
- Tapping with pencil
- Playing in desk
- Excessive talking
- Gum/food/drinks
- Not prepared for class
- Public display of affection
- Tardy to class
- Playing with toys during class



## **DAILY OPERATION PROCEDURES**

### **ANNOUNCEMENTS/BULLETIN BOARDS/POSTERS**

All announcements, messages, posters, flyers, advertisements, signs, etc. must be approved by the Administration before posting on bulletin boards.

### **ARRIVING AT SCHOOL/DISMISSAL**

Once students have arrived on school grounds they may not leave school grounds for any reason until dismissed unless permission is given. Students are to remain on school property in designated areas while waiting for buses after school. No one is permitted to wait on private property or the roadways off school property. Snowball throwing is prohibited while waiting for buses.

- Students should not be dropped off at the school earlier than 7:15 a.m.

Students must remain in the auditorium or, if they want breakfast, remain in the cafeteria when they arrive at school. The 7:35 students will be released to their homerooms.

### **BOOKS AND OTHER MATERIALS**

Students are responsible for replacing books and any other school materials that have been lost or damaged. This includes damage to the Chromebook assigned to the student.

### **BUS PASSES**

Bus passes are available in the office for those needing to ride a different bus when a parent's note is presented. All notes must be written by a parent and turned into the office by noon.

### **CAFETERIA**

Children need healthy meals to learn. **Freedom Area Schools** offer healthy meals each and every school day. For the **2026 – 2027** school year, breakfast is free for all students; and lunch will cost **\$2.65 per day or \$13.25 per week at the Middle School**. However, your children may qualify for either free or reduced-price meals. The reduced price is **\$.30** for breakfast and **\$.40** for lunch. Parents are encouraged to make deposits for meals on a weekly basis by sending either cash or a check in a clearly marked envelope with the child's name. If a parent wishes, you may set up a lunch prepay account at **www.schoolcafe.com**. for a minimal fee.

The Food Service Department will not give any students change from checks sent in for meal purchases. Checks are welcomed and should be made out to the **Freedom Cafeteria Fund**. **CHECKS RETURNED FOR INSUFFICIENT FUNDS will have an additional charge added as a service fee.**

**THERE WILL BE NO CHARGING OF MEALS IN EITHER THE HIGH SCHOOL OR THE MIDDLE SCHOOL.** All meals must be paid for at time of service. Milk is served with all meals and may be purchased separately for **\$.65**. All Elementary students must take milk with all meals. This rule is a must due to Federal guidelines governing our school lunch program. Any student having milk or any other food allergy must have a doctor's excuse to have juice substituted for milk with meals.

### **CAFETERIA (Cont'd)**

To apply for free or reduced-price meals: Complete the Free or Reduced Meal application, it can be found online at [www.paschoolsmeals.com](http://www.paschoolsmeals.com) or fill out the form that will be sent home to all households. **Use one application for all students in your household.** If your household financial conditions change during the school year, you may apply for this program at any time during the year. We cannot approve an application that is not complete, so be sure to fill out all required information. Return the completed application to Mr. Randy Walker, Food Services Manager, 1702 School Street, Freedom, PA 15042.

### **CELL PHONES/ELECTRONIC DEVICES**

To promote a focused and respectful learning environment, **cell phone use is not permitted during the school day (bell to bell)**, including in the hallways, restrooms, classrooms, and the cafeteria. Phones must be turned off and stored in pockets, lockers or backpacks from the start of the school day until dismissal.

#### **Violations of this policy will result in the following consequences:**

**1<sup>st</sup> Offence:** After-school detention

**2<sup>nd</sup> Offence:** 2 After-school detention

**3<sup>rd</sup> Offence:** Saturday detention

Repeated violations may result in further disciplinary action.

### **FOOD AND DRINK**

No food or drink, other than water, is permitted in any areas of the building other than the cafeteria.

### **HALL PASSES**

No student is permitted in the halls without a hall pass. Students who abuse the privilege will be placed on hall pass restriction. **Teachers have the authority to restrict or deny the use of the hall pass.** Hall passes are available for emergency restroom requests. Students are to use the facilities in the same hall that their classroom is located. Students should be able to return to class within five minutes.

**Note:** Students are not permitted in other classrooms, the library, the general office, and especially the gymnasium when using the pass. Students will lose hall pass privileges if they wander into other areas.

### **HALLWAYS**

Students should not loiter in the hallway in a manner that obstructs others from passing through or creates congestion that leads to students being tardy for class. Stay to the right when walking to class. Running or yelling will not be tolerated in the halls for safety and educational reasons. Three minutes on our schedule is the passing time between classes. Gathering in groups in the halls between classes can lead to tardiness. Food & drink are not permitted in the hallways. **Students are to keep the halls clean so that we can be proud of our building.**

## **INSURANCE**

Accident insurance is made available through the school for all students at the beginning of the school year. School insurance or a waiver signed by parent or guardian is required for participation in all athletics and cheerleading.

Following an accident or injury, it is the student's responsibility to report to the office and file a claim form. These claim forms are then presented to the insurance company (by the parent) for payment. The school is not in the insurance business and cannot file, pay, or receive payment for accidents.

All claims must be filed with the insurance company. Parents may specify whether the payment should be made to the parents or to the doctor.

## **LIBRARY**

Our library contains fiction, non-fiction, and reference materials. The library contains a number of audiovisual materials in addition to books. Many pamphlets on specific subjects are available upon request. The library is for your enjoyment and convenience. It is to be used for research and reference. This is not a place for conferences with your friends or for social gatherings.

## **LOCKERS**

Lockers are available to all students. Students are not permitted to switch or share lockers with another student. Students are encouraged to place a lock on their lockers to protect valuables. Lockers are the property of Freedom Area School District and are subject to search. Students are responsible for taking proper care of their locker. At no time can students adhere anything on the outside of the locker. **The school is not responsible for items stolen.** Once all lockers have been assigned, it is the responsibility of the student to meet with their 1<sup>st</sup>-period teacher to store items during the day. Teachers are not responsible for student materials.

## **LOST AND FOUND**

Any time you find an article belonging to someone you do not know, you are to give it to the teacher in charge. If you have lost an object of some value, check and see if it has been turned in at the office.

## **RESTROOMS**

Students are not to loiter in the restrooms. Any student that is found to be in a bathroom stall with another student at any point while on school property will automatically receive an after school detention. Please keep them clean.

## **SCHOOL CANCELLATIONS**

|      |                              |        |                       |
|------|------------------------------|--------|-----------------------|
| WTAE | Channel 4 TV                 | WPXI   | Channel 11 TV         |
| KDKA | 1020 AM Radio & Channel 2 TV | WBVP   | 1230 AM Radio         |
| WMBA | 1460 AM Radio                | FROGGY | 98.3 & 104.3 FM Radio |

## **SCHOOL MESSENGER NOTIFICATION**

**Note: If school is canceled, so are any scheduled home activities.**

## **SCHOOL SAFETY PLAN**

The Administration is committed to providing an atmosphere that is perceived as safe and secure by our student body and faculty. As a district, we have developed a plan of action to follow in cases of emergency in all buildings. Evacuation and non-evacuation plans are included in the district's emergency plan and are practiced on a regular basis with staff and students. Any concerns regarding personal safety should be directed to the Administration immediately.

## **ACADEMIC SUPPORT**

The Academic Support provides an extended period where students have access to all of their teachers for support of the school curriculum. The program provides a time for teachers to identify and work with students who are in need of differentiated learning opportunities to assist them in reaching their highest potential. This is a teacher-directed time that is dedicated to student remediation and one-on-one instruction as needed. Grade level teachers will be structuring this time as student data dictates.

## **TELEPHONES (Student Use)**

Students that need to make phone calls during the school day must ask permission from their classroom teacher to use the phones in the main office.

## **VISITORS**

All visitors must check-in at the office with their driver's license before being permitted access to the building. Visitors will not be permitted to visit any student or teacher who is in a classroom. Arrangements will be made to visit during free periods. Visitors not in the building for school business will be asked to leave. Failure to leave will result in a trespassing fine.

## HEALTH, MEDICAL, SCHOOL NURSE

### **EMERGENCY FORMS**

Every student, without exception, must return an emergency form with phone numbers to contact parents in case of an emergency. These form will be passed out and collected by the office/school nurse during the first week of school.

### **HEALTH SERVICES**

The provision of the School Health Services is carried out by the Certified School Nurse, Registered Nurse and/or Nurse Aides. The Nurse Practice Act does not allow nurses to diagnose illnesses. Any physical or emotional problems your child may have should be explained to the school nurse and classroom teacher each year. Please inform us if specific treatment is needed for asthma and/or epilepsy or allergic reactions to food and/or bee sting. Students arriving to school with crutches or a cast/brace **MUST** see the nurse and have a physician's note stating the diagnosis and requirement for use of crutches in the school. The note should state the duration of time that the student must stay out of Physical Education and when to return to activity.

Every effort should be made to attend school. Children who have been ill during the night should be kept home in the morning. Sending children to school ill may delay their recovery or spread the illness to other students. The best way to prevent the spread of illness in our schools is for children to stay home when they are sick.

### **EXCLUSION FROM SCHOOL FOR HEALTH REASONS**

**FEVER** Any child with a temperature of 100 degrees or more is excluded from school. Children must be **FEVER-FREE (temperature below 100 degrees) for a full 24 hours** without the use of fever-reducing medicine, **BEFORE** returning to school. Children's temperatures do not remain constant throughout the day. It is important to check your child's temperature a few times throughout the day, not just in the morning or at night, to be certain they have completely recovered from their illness.

**VOMITING AND/OR DIARRHEA** Children with stomach viruses often do not have a fever. It is difficult to know whether a child's vomiting or diarrhea is caused by a virus, something they ate or some other reason; therefore, any child who vomits or has diarrhea is excluded from school. Children who vomit or have diarrhea should remain home until they have not vomited or had diarrhea for a full 24 hours. Children should be tolerating regular meals without discomfort before returning to school.

**STREP THROAT** Children diagnosed with strep throat need to be on antibiotic therapy for a full 24 hours before returning to school. They must also be fever-free for a full 24 hours before returning to school.

**PINK EYE** (Conjunctivitis) Children diagnosed with bacterial conjunctivitis need to be on antibiotic therapy for a full 24 hours AND have no purulent discharge from the eye(s) before returning to school.

**INFLUENZA-LIKE ILLNESS (ILI)** Children with a fever, cough and/or sore throat are considered to have ILI. Children with ILI should stay home & not go into the community (except to seek

medical care) for **AT LEAST 24 HOURS** after being fever-free without the use of fever-reducing medicine. Children should feel well enough to perform regular school activities before returning to school.

**INFECTIOUS SKIN CONDITIONS (Impetigo)** Children must be on medical treatment prescribed by their physician for a full 24 hours prior to returning to school. For open and/or draining lesions, exposed areas must remain covered while in school. A physician's note stating the condition is no longer contagious may be required by the school nurse in order for the student to return to school.

**CHICKEN POX** Children diagnosed with chicken pox may return to school after they are fever-free for a full 24 hours and all lesions are dry and crusted before returning to school.

**COVID-19** Please refer to and follow the latest district health and safety plan.

**WHOOPING COUGH (PERTUSIS)** This is a very contagious respiratory illness caused by a type of bacteria that spreads from person to person. It causes the airway to swell. People are contagious for at least 2 weeks but can be shortened if symptoms are treated early.

**WE ARE NOT PERMITTED TO SEND A SICK CHILD HOME ON THE BUS.**

Many children return to school before they have recovered from an illness. Children who are not fully recovered from an illness may still be contagious and able to infect others. Children who are not feeling well have difficulty performing well in school.

**IMPORTANT NOTE:** make sure the school has accurate phone numbers where you can be reached during the school day in the event of an illness or emergency. In the case of a seriously ill or injured child, the uncertainty and timeliness of voice mail is not helpful. Please provide phone numbers of a co-worker or supervisor who would be able to get a message to you quickly. If your workplace is located more than 45 minutes from school, please provide the number of someone who would be able to accept responsibility for your child until you are able to get home from work.

## **HEALTH EXAMINATIONS AND SCREENINGS**

Pupils are given health exams and screenings according to the following state mandates:

1. Physicals – K, 6th, and 11th Grades unless done by your private physician.
2. Athletic Physicals - are given for school sports for Grades 7 – 12.
3. Dental Exams – Kindergarten, 3rd and 7<sup>th</sup> Grades unless done by your private dentist.
4. Vision Screening – Yearly
5. Hearing Screening – K, 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, 7<sup>th</sup> and 11<sup>th</sup> Grades.
6. Weighing, Measuring and BMI – Yearly
7. Tuberculin test – According to state regulations
8. Scoliosis Screening – 7<sup>th</sup> & 8th Grades
9. Pediculosis (Head Lice) – As needed in all grades

**Note:** Parents will be notified when an examination or screening results in other than normal findings. When students are referred for further evaluation, parents should report the findings to the nurse.

## **IMMUNIZATIONS**

Pennsylvania law requires that all students must follow certain requirements for attendance in school. A certificate of immunization will be kept on file at the school. Students will receive this card when graduating from our district. Parents may request a copy of the certificate when withdrawing a child from our school. You will need proof of immunization in other districts in Pennsylvania, and you may need proof in other states. Immunization exemption forms are available at the nurse's office. If there is an outbreak of any communicable disease a student is not immunized for, the student may be exempt from school during the outbreak of a vaccine preventable disease (PA DOH).

## **MEDICATION POLICY**

Students will not be permitted to carry any medication during school hours except inhalers which are registered in the nurse's office. The school nurse has information regarding the use of inhalers during the school day. Only prescription medication will be given as ordered by a doctor or dentist, and the medication must be registered and kept in the nurse's office. The prescription bottle or container must be sent to school along with a written note from the parent/guardian for that day. A parent permission form will be sent home that day and must be returned the following day. Prescription medications that are given once, twice, or three times a day will not be given at school unless the physician or dentist has indicated such on the prescription or by a note on his letterhead.

Non-prescription medications will not be given without a doctor's order and must be registered and kept in the nurse's office. Medication will be kept in a locked cabinet. Medication permission forms may be obtained in the nurse's office or on district website under: Departments/Health Office/Forms

**\*Important Note: First time dose of any medication should be given at home.**

### **SCHOOL NURSE**

Students must have a pass from class to see the nurse unless it is an extreme emergency. Do not report to the nurse's office without a pass. Students who miss class or arrive late to class from the nurse's office without first seeing their classroom teacher will be considered unexcused cut/tardy. No student can be excused early from school until the nurse can confirm the illness; otherwise, it is an illegal early dismissal.

**Note:** Under no circumstances are students permitted to stay in the restrooms when they are sick. This will be considered a class cut.

### **FIFTH AND SIXTH GRADE HEALTH CURRICULUM**

The fifth-grade health curriculum includes instruction on growth and development. The instruction includes co-ed lessons on basic hygiene and good grooming. In separate classrooms, the boys view a documentary, have discussion time, and have an opportunity for question/answer time. Girls view a video on feminine hygiene, have discussion time, and have an opportunity for question/answer time. All students will receive information on HIV infection, as required by the Pennsylvania Department of Education.

**If you do not wish your fifth-grade child to be included in the presentation that is held in separate classrooms, please notify the school in writing by October 1<sup>st</sup>.** All materials can be previewed by contacting the school nurse.

### **UNIVERSAL PRECAUTIONS**

Precautionary techniques are used to help prevent students and staff from exposure to diseases that could be present in blood or bodily fluids containing blood.

### **DIETARY NEEDS FOR CHILDREN WITH DISABILITIES**

USDA regulations require substitutions or modifications in school meals for children whose disabilities restrict their diets. A child with a disability must be provided substitutions in foods when that need is supported by a statement signed by a licensed physician. The physician's statement must identify:

1. The child's disability and an explanation of why the disability restricts the child's diet.
2. The major life activity affected by the disability.
3. The food or foods to be omitted from the child's diet, and the food or choice of foods that must be substituted.

### **IN CASE OF FOOD ALLERGY**

Generally, children with food allergies or intolerances do not have a disability as defined under 7CFR 15b.3 of USDA's nondiscrimination regulations and school authorities may, but are not required to, make substitutions for them.

However, when in the physician's assessment, food allergies may result in severe, life-threatening (anaphylactic) reactions, the child's condition would meet the definition of "disability," and the substitutions prescribed by the physician must be made.

Please notify the main office and school nurse of any Food Allergies your child may have **immediately.**

### **OTHER SPECIAL DIETARY NEEDS**

Schools may make food substitutions, at their discretion, for individual children who do not have a disability, but who are medically certified as having a special medical or dietary need.

Such determinations are only made on a case-by-case basis and must be supported by a statement which specifies the needed food substitution and is signed by a licensed medical authority (e.g., physician, physician assistant, nurse practitioner or other health professional specified by the State agency).

This provision covers those children who have food intolerances or allergies but do not have life-threatening reactions (anaphylactic reactions) when exposed to the food(s) to which they are allergic.

### **MEDICAL STATEMENT FOR CHILDREN WITH SPECIAL DIETARY NEEDS**

The medical statement must include:

1. An identification of the medical or other special dietary need which restricts the child's diet; and
2. The food or foods to be omitted from the child's diet, and the food or choice of foods to be substituted.

## **Freedom Area School District: Concussion Protocol**

### **What is a concussion?**

- A concussion is a mild brain injury which is caused by either a blow to the head or body or by another injury that shakes or jars the head.
- A concussion may also be called a mild traumatic brain injury (TBI) or a closed head injury.

### **What are the signs and symptoms of a concussion?**

- Headache
- Nausea
- Dizziness
- Feeling light-headed
- Blurred vision
- Possible loss of consciousness
- Easily fatigued
- Sensitive to light and noise.
- Confusion

#### Cognitive Symptoms

- Difficulty learning new information
- Poor memory
- Making decisions
- Problem-solving
- Impaired concentration
- Slowed thinking
- Difficulty completing daily tasks

#### Psychological Symptoms

- Anxiety/Restlessness
- Depression/Sadness
- Mood swings
- Low motivation
- Sleep difficulties such as difficulty w/sleep onset, sleeping more, or waking up often.
- More/Less emotional
- Irritability/Anger

**If your child is experiencing these symptoms, contact your family physician and school nurse. Athletes should also inform the school trainer and their team's head coach. Band students should inform their Director.**

## **Freedom Area School District: Concussion Protocol**

**Purpose:** To be proactive in two primary areas regarding student concussion management:

1. Return to SCHOOL
2. Return to PLAY
  - \* Return to play/sports progression will begin after return to full academics/full cognitive workload has taken place.

### **Concussion Management Team (CMT):**

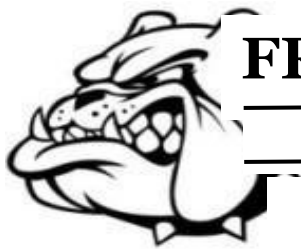
- Consists of four monitors:
  - Academic Monitor (Guidance Counselor, School Psychologist)
  - Symptom Monitor (School Nurse)
  - Regular Education Teacher
  - Building Administrator
- CMT helps students:
  - Recover faster
  - Remain in school while recovering
  - Not fall as far behind in classwork
  - Experience lower stress as there are educational professionals who understand what the student needs

### **Impact Baseline and Concussion Wise Pennsylvania**

- All Freedom Area School District coaches are required to pass Concussion Wise Pennsylvania's annual concussion course prior to beginning their season.
- Students involved in potential contact sports take an Impact Baseline Test prior to the start of mandatory practice. Parents may get their child's baseline test results at any time by contacting our Athletic Director, Mr. Dave Badamo (724-775-7400).

### **How Freedom Area School District Can Help:**

- All district teachers are trained in concussion management through the Beaver Valley Intermediate Unit and district administration.
- The Student Concussion Management Team meets once per week to discuss student progress.
- As a goal, the Concussion Management Team will encourage self-advocacy for students and provide information and accommodations that aid student recovery.



# FREEDOM AREA MIDDLE SCHOOL

*Illuminating the Path of Success for All Students*

1702 School Street Freedom PA, 15042 (P) 724-775-7461 (F) 724-775-7748

## FMS Concussion Management Protocol

Name: \_\_\_\_\_

Date of Injury: \_\_\_\_\_

Grade: \_\_\_\_\_

Protocol Dates: \_\_\_\_\_

*The above student has been evaluated by a physician and diagnosed with a concussion. Based on this diagnosis and a meeting of the student's Concussion Management Team, the following accommodations are to be implemented until notified otherwise. These accommodations must be implemented to reduce physical and/or mental exertion to promote a full recovery for this student.*

### Attendance Recommendations

School absences excused until:

\_\_\_\_\_  
May return to full days  
Initiate or continue homebound  
instruction

### Physical Education / Participation in Sports

No Physical Edu. / No sports  
participation  
May return to PE class with restrictions  
such as:  
May return to PE class with no  
restrictions.  
Student not permitted to attend sports

### General Accommodations

Frequent breaks from class. Student to  
visit nurse's office to rest.  
Student to bring snacks to school  
(nurse's office).  
Use of school elevator.  
Use of sunglasses permitted to limit light.  
Student permitted to leave class early (3-  
4 min.) to avoid crowds.

### Class / Assignment Modifications

Student to be exempt from all assignments from  
\_\_\_\_\_ to \_\_\_\_\_  
Student NOT permitted to use computer or other  
electronics (Teacher to modify these assignments)  
Student to receive a decreased amount of  
course work (i.e. shortened tests, projects,  
homework).  
Student to receive a "reasonable" amount of  
extra time to complete work.  
Teacher to prepare individual copy of class  
notes for student.  
Teacher to provide recorded lecture of class.  
Teacher to reduce level of "rigor/higher level  
thinking" required for assignments.  
Student provided with audio books.

### Test Modifications

Student to test in a quiet environment.  
Allow testing across multiple sessions.  
Open note/open book permitted.  
Take home testing permitted.  
Test to be orally read to student if  
available.  
Multiple choice tests (No Essay)  
Other:

### Additional Class Accommodations

**Teacher Signatures** (Coach included if athlete)

1)

2)

3)

4)

5)

6)

7)

8)

**Parent/Guardian Signature**

---

**Student Signature:**

---

**Concussion Management Team Signatures**

1)

2)

3)

4)

5)

## **FREEDOM AREA SCHOOL DISTRICT**

### **Bullying Policy**

The Board strives to provide a safe, positive learning climate for students in the schools. The Freedom Area School District recognizes that bullying of students has a negative effect on the educational environment of its schools. Students who are bullied, intimidated, or fearful of other students may not be able to take full advantage of the educational opportunities offered by the school district. Bullying can also escalate into more serious violence. Therefore, the school district strives to offer all students an educational environment free from bullying.

Bullying shall be defined as unwelcome verbal, written or physical conduct directed at a student by another student that has the intent and effect of, but is not limited to:

1. Bullying is characterized when a student is exposed, repeatedly, and over time, to negative actions on the part of one or more students. Bullying implies an imbalance in power or strength. The student who is bullied has difficulty defending himself/herself.
2. Bullying behaviors (direct or indirect) include three (3) forms: physical, verbal/written, and emotional. Some examples of bullying are as follows, but are not limited to:
  - A. Physical – hitting, kicking, spitting, pushing, stealing, and/or damaging personal belongings, sexual acts, and invasion of one’s personal space in an aggressive manner.
  - B. Verbal/Written – taunting, malicious teasing, name-calling, making threats, via phone and Internet, and sexual remarks.
  - C. Emotional – spreading rumors, manipulating social relationships or environment, engaging in social exclusion, extortion, ridiculing, and intimidating.
3. The term bullying shall not be interpreted to infringe upon a student’s right to engage in legally protected speech or conduct.

The school district will not tolerate any acts of bullying occurring on school district property, at school-sponsored activities scheduled on or off school grounds, or during the time students necessarily spend traveling to and from school or school-sponsored activities.

The Superintendent or designee shall develop administrative procedures to increase the awareness of the problems of bullying, and train teachers to effectively intervene if bullying is witnessed in their presence or brought to their attention.

### Intervention

Teachers and other staff (including, but not limited to: secretaries, custodians, bus drivers, hall monitors, etc.) who observe acts of bullying shall take reasonable steps to intervene to stop such conduct unless intervention would threaten a teacher's personal safety. The nature of the intervention will vary depending upon the age of the student (both the victim and aggressor), the severity of the bullying, and the student's involvement in prior acts of bullying. The purpose of the intervention is to take prompt remedial steps to ensure observed acts of bullying cease and to teach students that bullying is not acceptable behavior.

### Student, Parent and Employee Reporting

The school district encourages all students and parents who become aware of any act of bullying to immediately report that conduct. Students may report acts of bullying to their teachers, building principal or other school employees supervising school-sponsored activities. Parents may contact the building principal to report acts of bullying.

If teachers and/or other staff cannot reasonably remediate acts of bullying through their own intervention, they should report the bullying to the building principal. Other school employees who observe acts of bullying shall report that conduct to the building principal.

### Investigation Procedures

Each building principal or designee is authorized to complete an impartial, thorough, and confidential investigation of the bullying brought to their attention by students, parents, or school employees. Any investigation of a report may include meetings with students, parents, or employees as well as a review of student records, and other reasonable efforts to better understand the facts surrounding a reported incident.

### Consequences/Discipline

Consequences for students who are found to have bullied others may include counseling, a parent conference, detention, suspension, expulsion, a loss of school privileges, and/or exclusion from school-sponsored activities. All incidents of bullying will be documented.

Depending upon the severity of a particular situation, the building principal may also take appropriate steps to ensure student safety. Such steps may include the implementation of a safety plan, separating and supervising the students involved, providing employee support for students as needed, reporting incidents to law enforcement, if appropriate, and developing a supervision plan with parents.

### Interplay With Other School District Policies

Nothing in this policy shall prevent school employees from enforcing or imposing discipline, or fulfilling their professional responsibilities under other school district policies or student disciplinary rules.

## **FREEDOM AREA SCHOOL DISTRICT**

### **Depression/Suicide – Responding To Students-At-Risk**

#### **PURPOSE**

Adhering to District procedures in a crisis situation expedites the critical decision-making process, thus providing timely intervention to our students. In addition, our procedures support and protect staff by creating shared responsibility. Effective and efficient management of suicidal ideation behavior in a system as large as Freedom is contingent on staff awareness of role responsibilities.

The Freedom Area School District recognizes the need for a program that intervenes on behalf of students at risk. The purpose of the program is to coordinate efforts of staff members, family, and community services in a response to a crisis situation. Services will be provided in an attempt to prevent harm to the student at risk and to develop within the student a feeling of self-worth.

#### **AUTHORITY**

Every Freedom School District employee, certified and non-certified, must report any evidence of a student being at risk for suicide to the counseling staff. If counseling staff are unavailable, the building administrator must be contacted. If evidence of physical injury or need for medical attention exists, the school nurse should be the initial contact. Evidence of at-risk behavior may be manifested in the following ways:

1. Student classroom writings, i.e. notes, assignments
2. Direct expression of suicidal ideation
3. Indirect fatalistic expressions by student
4. Self-abusive or self-mutilating behaviors
5. Expressions of peer concern
6. Expressions of parental concern

In these situations, students and staff members must understand that the issue of confidentiality shall no longer apply until the student's safety and welfare are secured.

#### **DEFINITIONS**

**Crisis** – an unpredictable tragic event which can happen, either on or off of school property, and has the potential to have significant impact upon the school community

**Crisis Team** – a team of trained personnel who help establish and implement a pro-active plan which would respond to the unique needs of a particular building and ensure an effective response if and when a crisis occurs

**Intervention** – a means of assisting an individual to learn more effective ways of coping with the present critical situation

**Prevention** – a process that serves to counteract stressful and life-threatening situations

**Postvention** – those activities that serve to reduce the after-effects of a traumatic event. The purpose is to help survivors live longer, more productive, and less stressful lives than they are likely to do otherwise and to discourage “copy-cat” behaviors.

**Student Assistance Program (SAP) Team** – a multi-disciplinary team composed of teachers, administrators, nurses, counselors, and a prevention/intervention specialist. This team has been trained to understand and work out issues of adolescent chemical use, abuse, and dependency, and will play a primary role in the identification and referral process of students coming to their attention through the procedures outlined in this policy.

**Students at Risk** – a student who has indicated by changed behavior, depression, or verbal remarks that he/she may be contemplating a suicide attempt.

## **SUICIDAL IDEATION**

Suicidal ideation by a student shall be considered an attitude of hopelessness and despair, verbal or written expressions of death, or a wish/desire to die (examples: social isolation, giving away personal belongings, suicide notes, wills).

### **IMMEDIATE ACTION:**

Staff member will notify principal, SAP Team, Prevention Specialist and counselor

Prevention Specialist or Counseling staff will take the following action:

1. Interview the student to assess the level of risk in terms of:
  - a. history of previous ideations/attempt
  - b. existence/specificity of plan
  - c. availability of planned method
  - d. availability of the means – guns, pills
  - e. loss or losses as a prescription factor
  - f. symptoms of sleep disturbance, eating disturbance, social withdrawal, feelings of helplessness, agitation, hospitality
  - g. history of impulsivity and coping mechanisms
  - h. motivational clues/precipitating stressors
2. Collect all pertinent information

### **IF STUDENT IS ASSESSED TO BE:**

#### **High Risk**

The student conveys an attitude of hopelessness and despair, expresses a desire, wish, or willingness to die, expresses a desire to threaten or harm others, and or indicates a place, time, and method for suicide attempt.

- a. If possible, have student relinquish any weapons or pills
- b. Arrange for an appropriate staff member to stay with the student
- c. Contact parent/guardian requesting immediate in-school parent conference with principal/SAP team member
- d. Immediate and mandatory referral to the Base Service Unit (724)775-7262, Mental Health (MH) Emergency Services (724)775-5208 or private licensed psychologist
- e. Parent/guardian is to transport to appropriate MH facility
- f. Student admitted back to school-based upon the recommendation of assessment and a back to school conference with principal/SAP team member
- g. Student must follow through with all treatment recommendations.
- h. Student will be monitored by a SAP team member upon return to school
- i. Refusal to comply with the above procedures will result in an informal hearing and a referral to Children and Youth Services (CYS)

**Low Risk**

The student conveys an attitude of hopelessness and despair.

- a. If possible, have the student relinquish any weapons or pills
- b. Corroborate low-risk assessment with another qualified staff member and Base Service Unit (724)775-7262
- c. Contact parent/guardian requesting in-school parent conference within three (3) school days with principal/SAP team member
- d. Provide immediate support and develop a plan with student and parent, to provide ongoing follow-up and support, i.e., counseling, outside referral
- e. Student will be monitored by a SAP team member

**SUICIDAL GESTURES**

Suicidal gestures by a student shall be considered an intentional, non-verbal, or symbolic, self-destructive act. It is differentiated from ideation by a past or current behavioral manifestation as opposed to verbal expression (examples: self-mutilation, innocuous overdose, playing with knives, or other weapons). Staff member with knowledge of the gesture will take the following action:

1. Notify nurse if student is injured
2. Notify Administrator, Prevention Specialist, or Counseling Staff. Counseling staff will take the following action:
  - a. Interview the student to determine the extent of the gesture
  - b. If possible, have student relinquish any weapons or pills
  - c. If the student is resistant, combative, runs or in possession of a weapon, the local law enforcement agency will be contacted:  
New Sewickley – 774-2473, Conway – 869-9530, Freedom – 775-7490
  - d. Arrange for an appropriate staff member to stay with the student
  - e. Contact parent/guardian requesting immediate in-school conference with principal/SAP team member to discuss:
    1. The need for medical attention
    2. Immediate and mandatory referral to Base Service Unit (775-7262), Mental Health Emergency Services (775-5208), or private licensed psychologist.
  - f. Student admitted back to school-based upon the recommendations from the assessment, and a back to school conference with the principal/SAP team member
  - g. Refer student to SAP team for additional monitoring and follow-up
  - h. Refusal to comply results in a hearing and CYS referral

## **SUICIDAL ATTEMPT**

Suicide attempt by a student shall be considered any intentional self-destructive act, which is potentially lethal. It is differentiated from a gesture by increase in likelihood that the method used will result in fatality (examples: serious overdose, ingestion of highly toxic substance, self-infliction or serious injury)

The staff member with knowledge of the attempt will take the following action:

1. Follow medical emergency procedures
2. Do not leave student alone
3. Contact school nurse to come to student's location. Attempt to advise nurse of severity of injuries so that the need to contact rescue squad can be assessed.
4. Contact building administrator, Prevention Specialist, and Crisis Team

The nurse, counseling staff, and building administrator will, in collaboration, take the following action:

1. If the student is physically agitated, refuses to stay in an area where directed, is combative, runs away or possesses a weapon, the local law enforcement agency should be contacted: New Sewickley – 774-2473, Conway – 869-9530, Freedom – 775-7490
2. If possible, interview the student to obtain details about the attempt
3. Interview witnesses to determine time, place and method of attempt
4. Contact parent/guardian immediately to inform of situation and request an in-school conference within 3 days with the Principal and SAP team member
5. Contact the emergency room of the hospital that has been selected as the rescue squad departs from the school. Inform the hospital of the incident and of the anticipated time of the student's arrival.
6. Immediate and mandatory referrals to Base Service Unit (724)775-7262, inform the center of the incident and the location of the student.

If the attempt is done outside of school the counseling staff and SAP team will:

1. Contact parent/guardian to confirm
2. Offer services of SAP team to family

## **Postvention Procedures**

Despite the best prevention and early identification methods utilized by district staff, a student may attempt to take his/her life. If a suicide/death does occur, it is the intent of the Freedom Area School District to provide support for students, parents, and members of the school staff. We have, therefore, established procedures to help all affected individuals appropriately grieve.

If a youth suicide does occur, the community needs to deal with the problem of extreme grief and the fact that one suicide can lead to another. How a school district handles the aftermath, or postvention, of a youth suicide, can prevent the cluster phenomenon and help the community deal with grief.

1. Verify incident with police or family member
2. Administrator to notify Crisis Team and Superintendent
3. Crisis team to meet immediately
4. Administrator will call a meeting of the faculty and brief the staff in consultation with the counselors, nurse, and SAP team. Faculty will be given information about referring “at-risk” students to various support personnel. Counselors and support staff from other buildings can be temporarily assigned to affected buildings to provide support as needed. Counseling staff and/or SAP team will make referrals to outside agencies.
5. Prepared statement to be read in homerooms
6. The Superintendent or his designee will coordinate all media contacts.
7. The victim’s family shall be contacted to offer supportive services and referral to outside agencies when deemed appropriate.
8. Families of other “at-risk” students will also be notified to alert them to their child’s concerns and to offer supportive counseling and or referrals to outside agencies.
9. Counseling will be available for all students and staff
10. Debriefing to be held for all staff at 2:40 p.m.

## **Things to Do**

Emphasize that suicide is a permanent solution for a temporary problem  
Emphasize that help is available and that people care  
Emphasize that no one is to blame  
Provide small group opportunities for grieving students  
Refer any student in need to the counseling team  
Follow a normal schedule

## **Things NOT to Do**

Do not dismiss school  
Do not dedicate anything in the student’s memory  
Do not schedule an assembly

## **FREEDOM AREA SCHOOL DISTRICT**

### **Drug and Alcohol Policy and Administrative Guidelines**

#### **PREAMBLE**

This policy including its rules, regulations, and guidelines is a coordinated effort by the Freedom Area School District to openly and effectively respond to potential and current uses and abuses of drugs, alcohol, and mood-altering substances by members of its entire student population. It is intended to protect the health, safety, and welfare of all concerned as well as to maintain the rapport existent among students and staff.

#### **STATEMENT OF PHILOSOPHY**

The Freedom Area School District recognizes that the misuse of chemicals is a serious problem. The district adopts the position that students must be chemically free in order to function and develop in the most productive and healthy manner. Concern for the individual as well as for the health, safety, and welfare of the entire school community is addressed in this policy.

#### **DEFINITION OF TERMS**

**Assessment** – includes both psychological and physiological examinations. Any costs involved are the responsibility of the student's parent(s) or legal guardian(s).

**Behavior, Cooperative** – shall be defined as the willingness of a student to work with staff and school personnel in a reasonable and helpful manner, complying with requests and recommendations of the members of the Student Assistance Program Team.

**Behavior, Uncooperative** – is resistance or refusal, verbal, physical, or passive, on the part of the student to comply with reasonable requests or recommendations of school personnel. Defiance, assault, deceit, and flight shall constitute examples of uncooperative student behavior. Uncooperative behavior shall also include the refusal to comply with the recommendations of the members of the Student Assistance Program Team. (Any uncooperative behavior will result in a 5 day minimum suspension)

**Distributing** – deliver, sell, pass, share, or give any alcohol, drug, or mood-altering substance, as defined by this policy for one person to another.

**Drug** – alcohol, anabolic steroids, mood-altering substance, narcotic or other health-endangering compound that includes but is not limited to alcohol, any alcoholic beverage, tranquilizer, amphetamine, synthetic opiate, marijuana, LSD or other hallucinogen, glue, solvent-containing substances, controlled substance, abused substance or medication for which a prescription is required under the law, and/or any substance which is intended to alter mood.

Examples of the above include but are not limited to: beer, wine, liquor, marijuana, hashish, chemical solvents, glue, “look-alike and counterfeit substances”, and any capsules or pills not registered with the nurse, annotated within the School District Policy for the administration of medication to students in school. A more comprehensive list would include all substances identified in the following laws.

1. Drug, Device, and Cosmetic Act 1971(Commonwealth of PA) as Amended.
2. Public Law 91-513 Comprehensive Drug Abuse Prevention and Control Act of 1979 (Federal Law) as amended.
3. The Controlled Substance Drug, Device, and Cosmetic Act of April 1972 (P.L. 233, No. 64) as amended.

**Drug Paraphernalia** – includes any utensil or item, which can be associated with the use of drugs, alcohol, or mood-altering substances. Examples include, but are not limited to: roach clips, pipes, and bowls.

**Look-ALike Drugs** – are any substances manufactured or designed to resemble drugs, narcotics, or other health-endangering compounds included above in the definition of drug.

**Possession** – possesses or holds, without any attempt to distribute, any alcohol, drug, or mood-altering substance determined to be illegal or as defined by this policy.

**Prevention/Intervention Specialist** – is a program specialist with expertise in the area of chemical dependency and other student high-risk behaviors.

**Student Assistance Program (SAP)** – is a multi-disciplinary team composed of teachers, administrators, nurses, counselors, and a prevention/intervention specialist. This team has been trained to understand and work on issues of adolescent chemical use, abuse and dependency and will play a primary role in the identification and referral process of students coming to their attention through the procedures outlined on this policy.

A Student Assistance Program is a way to identify students who are having problems in school because of drug or alcohol use (or other high-risk behaviors) and refer them for help. It is an intervention, NOT a treatment program. A student assistance program provides a way for school officials to help students at the same time as they are dealing with the student’s chemical use as a disciplinary offense. The heart of the program is the student assistance team, a core group of school personnel who are specially trained to work with these students. Core team members receive referrals from administrators, faculty and staff, parents, and students themselves. Referrals can be initiated by drug and alcohol policy violations: but more commonly, they happen because of observed changes in behavior or performance, which may or may not be drug-related. The team’s job is to conduct a pre-assessment to determine if the student can be helped within the school or if the student needs to be referred to an outside agency.

## **RULES, REGULATIONS, AND GUIDELINES**

All school district personnel are to report any student who, while under the school's jurisdiction, is under the influence of alcohol, other drugs or mood-altering substances, or who possesses, uses, dispenses, distributes, sells or aids in the procurement of alcohol, other drugs or mood-altering substances. Students observed doing any of the above behaviors shall be subject to discipline pursuant to the provisions and procedures outlined in this policy.

As a key component of the Freedom Area School District Drug and Alcohol Prevention/Intervention Program, these guidelines represent one component in a district-wide effort to respond effectively to drug, mood-altering substance and alcohol-related situations that may occur at school or at school-sponsored activities. The following guidelines are intended to provide a consistent disciplinary means to respond to drug, mood-altering substance and alcohol-related incidents. The Freedom Area School District will provide a consideration for the students' legal rights and responsibilities. The School Board reserves the right to use extraordinary measures deemed necessary to control substance abuse even if the same is not provided for specifically in any rule or regulation enumerated herein.

### **BREATHALYZER POLICY**

Students reasonably suspected of consuming or having consumed alcohol may be required to take a test, which determines blood alcohol concentration. Only the police shall conduct the test. Refusal to take the test may be considered uncooperative behavior.

If the results are negative and the student still exhibits abnormal behavior, further assessments will be required.

**FREEDOM AREA SCHOOL DISTRICT**  
**BEHAVIORAL PROBATION AGREEMENT**

A student in violation of the Code of Conduct may be placed on probationary status as established by administrative guidelines. The probationary rules are noted below.

1. The student will be placed on probation for up to 90 school days, which may carry into the following school year.
2. The student will be on hall pass restriction and will be escorted when they need to leave class.
3. The student will not be able to participate in or attend any extra-curricular activities including dances and sports.
4. The student must meet \_\_\_\_\_ a week with a principal, dean of students, or prevention specialist during the probationary period.
5. The student must adhere to all school rules and policies.
6. The parent/guardian of the student on probation must call and inform the school of any absences. This call must be made by 7:40 a.m. on the day of the absence.
7. Students on probation should attempt, within reason, to avoid other students on probation.
8. If the probationary rules are broken, the student will be referred for an informal and/or a formal hearing and may be recommended for expulsion from school.
9. Other supervision including \_\_\_\_\_

***This probation agreement will be reviewed by the administration and all stakeholders after the probation period has been satisfactorily completed.***

I, \_\_\_\_\_ understand and agree to abide by all of the rules noted in this agreement.

Signed/Date \_\_\_\_\_

I, \_\_\_\_\_ understand and agree that my son/daughter is to abide by all of the rules noted in this agreement.

Signed/Date \_\_\_\_\_

Administrator Signature/Date \_\_\_\_\_

SAP Member/Prevention Specialist Signature/Date \_\_\_\_\_

Cc: Parent, Appropriate Teachers, Discipline File, SAP file

## **FREEDOM AREA SCHOOL DISTRICT**

### **Fighting Policy**

The Freedom Area School District Fighting Policy consists of five (5) distinct elements. These elements are integrated into two (2) formal categories that make up the policy.

- A. Confrontation Interventions
  - 1. Establish a significant consequence for fighting
  - 2. Provide time for administrative action by the School Administration
  - 3. Initiate an Anger Control component for all combatants
- B. Confrontation Prevention
  - 4. Implement a “Conflict Resolution” course for students
  - 5. Conduct “Conflict Management” training for faculty and staff.

### **Policy Operational Definitions**

#### **FIGHTING**

Violent physical confrontation between two or more individuals in which combatants are involved in the exchange of blows by hands, arms, legs, and/or feet.

#### **ALTERCATIONS**

Offensive interactions between two or more individuals that may or may not involve physical activity, but demonstrating disruptive behavior and action, including but not limited to:

- 1. pushing
- 2. shoving
- 3. verbal shouts and/or name-calling
- 4. verbal or physical harassment
- 5. disruptive behavior that interferes with the learning environment

#### **CONFLICT RESOLUTION**

Strategies and skills that prepare individuals to handle confrontational situations without the use of physical force. These strategies include effective communication, listening, and anger management.

#### **CONFLICT MANAGEMENT**

Strategies and skills that train individuals to intervene in confrontational and conflict situations, to diffuse the violence, neutralize the parties, and install calm so that diverse action can be taken.

## **CATEGORY “A”**

### **1. Fighting**

- A. Up to a five (5) day suspension automatically imposed for the first offense. Parent conference necessary before student(s) re-admitted to school.
- B. Five to ten (5-10) day suspensions on second offense, plus required SAP referral. Informal hearing with school administration necessary before student(s) are readmitted to school.
- C. Ten (10) day suspension automatically imposed on the third offense plus formal hearing before the Board of Education and the Superintendent for expulsion.
- D. Investigation of all fights will be conducted by the school administration. After facts have been gathered, the administration will turn data over to local police with potential recommendations for pursuit of disorderly conduct or assault charges against any or all of the combatants.

### **2. Altercations**

- A. For all disruptive behavior (pushing, shoving, name-calling, harassment, etc.) up to three (3) days suspension for the first offense. Phone call to parents will alert parents of the incident. Parents must accompany student(s) back to school after serving suspension.
- B. Second offense of the altercation rule will invoke similar action as those in the fight section. Up to five (5) days suspension and necessary Parent Conference to re-admit the student(s) to school.
- C. Third offense will invoke a five to ten (5-10) day suspension, plus required Anger Control sessions and an informal hearing with School Administration to re-admit student(s) to school.
- D. Any and all subsequent incidents will invoke a minimum ten (10) days suspension plus a formal hearing before the Board of Education and the Superintendent with a recommendation for expulsion.

**NOTE:** If at any time during a student fight or altercation a teacher, administrator or staff member is struck, the individual responsible for inflicting the blow will immediately be suspended for ten (10) days and a formal hearing before the Board of Education and Superintendent for expulsion will be held.

## **CATEGORY “B”**

### **1. Conflict Resolution**

A conflict resolution course of study will be offered through the Health curriculum. All students will be required to take this mini-course which is designed to provide students with skills and strategies to diffuse anger and handle conflict and confrontation in non-combative ways.

### **2. Conflict Management**

Faculty, staff, and students will be trained in techniques that are proven measures to control violence. Skills will be developed that permit these individuals to intervene in a volatile situation, neutralize the combatants, diffuse the anger, and return order to the situation.

## **FREEDOM AREA SCHOOL DISTRICT**

### **Harassment Policy**

Harassment in any form (verbal threats/hate acts) will not be tolerated.

Any incident that jeopardizes the health, safety, or welfare of another student/staff member should be reported to the office for disciplinary action.

All threats will be taken seriously and appropriate action will be taken, up to and including fines and expulsion.

No student has the right to harass anyone. This includes verbal outbursts, name-calling, intimidation acts, and third party messengers who instigate trouble.

Please remember that words can get you in trouble; think before you speak.

#### **UNLAWFUL HARASSMENT**

The Board strives to provide a safe, positive learning climate for students in the schools. Therefore, it shall be the policy of the district to maintain an educational environment in which harassment in any form is not tolerated.

The Board prohibits all forms of unlawful harassment of students and third parties by all district students and staff members, contracted individuals, vendors, volunteers, and third parties in the schools. The Board encourages students and parties who have been harassed to promptly report such incidents to the designated employees.

The Board directs that complaints of harassment shall be investigated promptly and corrective action be taken when allegations are substantiated. Confidentiality of all parties shall be maintained, consistent with the district's legal and investigative obligations.

Neither reprisals nor retaliation shall occur as a result of good faith charges of harassment. For purposes of this policy, harassment shall consist of verbal, written, graphic or physical conduct relating to an individual's race, color, national origin/ethnicity, gender, age, disability, sexual orientation or religion when such conduct:

1. Is sufficiently severe, persistent or pervasive that it affects an individual's ability to participate in or benefit from an educational program or activity or creates an intimidating, threatening, or abusive educational environment.
2. Has the purpose or effect of substantially or unreasonably interfering with an individual's academic performance.
3. Otherwise adversely affects an individual's learning opportunities.

## FREEDOM AREA SCHOOL DISTRICT

### Internet - Acceptable Use

#### **PURPOSE**

The Board supports the use of the Internet and other computer networks in the district's instructional program in order to facilitate learning and teaching through interpersonal communications, access to information, research, and collaboration. The use of network facilities shall be consistent with the curriculum adopted by the school district as well as the varied instructional needs, learning styles, abilities, and developmental levels of students.

#### **AUTHORITY**

The electronic information available to students and staff does not imply endorsement of the content by the school district, nor does the district guarantee the accuracy of information received on the Internet. The district shall not be responsible for any information that may be lost, damaged, or unavailable when using the network or for any information that is retrieved via the Internet. The school district shall not be responsible for any unauthorized charges or fees resulting from access to the Internet. The district reserves the right to log network use and to monitor file server space utilization by district users while respecting the privacy rights of both district users and outside users. The Board establishes that use of the Internet is a privilege, not a right; inappropriate, unauthorized, and illegal use will result in the cancellation of those privileges and appropriate disciplinary action.

#### **RESPONSIBILITY**

The district shall make every effort to ensure that this educational resource is used responsibly by the students and staff. Administrators, teachers, and staff have a professional responsibility to work together to help students develop the intellectual skills necessary to discriminate among information sources to identify information appropriate to their age and developmental levels and to evaluate and use the information to meet their educational goals.

Students and staff have the responsibility to respect and protect the rights of every other user in the district and on the Internet. No student will be permitted to use the Internet or the school network without a signed copy of the Internet and Computer Usage Agreement on file in the principal's office. This agreement shall be in effect until the student changes buildings. The building administrator shall have the authority to determine what inappropriate use is, and his/her decision is final.

#### **INTERNET AND SOFTWARE GUIDELINES**

Network accounts will be used only by the authorized owner of the account for its authorized purpose. All communications and information accessible via the network should be assumed to be private property and shall not be disclosed. Network users shall respect the privacy of other users on the system.

The FASD Acceptable Use Policy must be followed at all times. **Students should have no expectation of privacy related to Chromebook/desktop use and can expect teachers, technical support staff, and administrators to conduct spot checks of their Internet history and usage data.** Logs and other records of usage will be checked as well. Students may not install or run software that has not been approved by administration.

## **PROHIBITIONS**

Students and staff are expected to act in a responsible, ethical, and legal manner in accordance with district policy, accepted rules of network etiquette, and federal and state law. Specifically, the following uses are prohibited:

1. Use of the network to facilitate illegal activity.
2. Use of the network for commercial or for profit purposes.
3. Use of the network for non-work or non-school related work.
4. Use of the network for product advertisement or political lobbying.
5. Use of the network for hate mail, discriminatory remarks, and offensive or inflammatory communication.
6. Unauthorized or illegal installation, distribution, reproduction, or use of copyrighted materials.
7. Use of the network to access obscene or pornographic material.
8. Use of inappropriate language or profanity on the network.
9. Use of the network to transmit material likely to be offensive or objectionable to recipients.
10. Use of the network to intentionally obtain or modify files, passwords, and data belonging to other users.
11. Impersonation of another user, anonymity, and pseudonyms.
12. Use of network facilities for fraudulent copying, communications, or modification of materials in violation of copyright laws.
13. Loading or use of unauthorized games, programs, files, or other electronic media.
14. Use of the network to disrupt the work of other users.
15. Destruction, modification, or abuse of network hardware and software.
16. Quoting personal communications in a public forum without the original author's prior consent.
17. Teacher permission must be required before student use.

## **SECURITY**

System security is protected through the use of passwords. Failure to adequately protect or update passwords could result in unauthorized access to personal or district files. To protect the integrity of the system, the following guidelines shall be followed:

1. Employees and students shall not reveal their passwords to another individual.
2. Users are not to use a computer that has been logged in under another student's or teacher's name.
3. Any user identified as a security risk or having a history of problems with other computer systems may be denied access to the network.

## **SAFETY**

To the greatest extent possible, users of the network will be protected from harassment or unwanted or unsolicited communication. Any network user who receives threatening or unwelcome communications shall immediately bring them to the attention of a teacher or administrator.

Network users shall not reveal personal addresses or telephone numbers to other users on the network.

## **CONSEQUENCES FOR INAPPROPRIATE USE**

The network user shall be responsible for damages to the equipment, systems, and software resulting from deliberate or willful acts.

Illegal use of the network; intentional deletion or damage to files of data belonging to others; copyright violations or theft of services will be reported to the appropriate legal authorities for possible prosecution.

General rules for behavior and communications apply when using the Internet, in addition to the stipulations of this policy. Loss of access and other disciplinary actions shall be consequences for inappropriate use.

Vandalism will result in cancellation of access privileges. Vandalism is defined as any malicious attempt to harm or destroy data of another user, Internet, or other networks. This includes, but is not limited to, the uploading or creation of computer viruses.

## **Copyright**

P.L. 94-553 Sec. 107

The illegal use of copyrighted software by students and staff is prohibited. Any data uploaded to or downloaded from the network shall be subject to “fair use” guidelines.

## **REPAIR POLICY**

In case of loss, theft, misuse, or vandalism, the following approximate costs will be incurred by the parent and paid to Freedom Area School District.

- A. Keyboard Breakage: \$50.00 - \$75.00
- B. Screen Breakage: \$150.00 - \$200.00
- C. Plastic Case Replacement: \$30.00 - \$40.00
- D. Charger Replacement: \$30.00 - \$60.00
- E. Battery Replacement: \$90.00 - \$100.00
- F. Hard Drive: \$50.00 - \$75.00
- G. Loss/Theft: According to Scale

## **FREEDOM AREA SCHOOL DISTRICT**

### **No-Smoking Policy**

This no-smoking policy in school buildings and school buses and on school property owned by, leased by or under the control of the school district is authorized under Act 168 of 1988 regulating smoking in certain public places and signed by the Governor of Pennsylvania on December 21, 1988, and became effective sixty days thereafter.

**SECTION I:** Tobacco use by pupils, including smoking, the use of smokeless tobacco, and the use of electronic cigarettes, in any form, is prohibited in all school buildings and school buses and on school property owned by, leased by, or under the control of the Freedom Area School District.

**SECTION II:** Tobacco use by School District employees, including smoking, the use of smokeless tobacco, and the use of electronic cigarettes, in any form, is prohibited in all school buildings of the Freedom Area School District.

**SECTION III:** Tobacco use by all persons who are not pupils or employees of the School District, including smoking, the use of smokeless tobacco, and the use of electronic cigarettes, in any form, is prohibited in all school buildings and school buses owned by, leased by, or under the control of the Freedom Area School District.

**SECTION IV:** The following penalties may be imposed when the no-smoking or no-tobacco use policy is violated:

- A. Penalties for violation of this policy by a pupil are as stated in the Student Handbook.
- B. A violation of this policy by any person, including a pupil or an employee, maybe cause for removal from the school building and/or for charges to be filed before a District Justice, which, if convicted, will subject them to a civil fine.

**SECTION V:** This Resolution became effective immediately upon adoption by the School Board of the Freedom Area School District at a regular meeting held on the 10<sup>th</sup> day of September 1992.

**SECTION VI:** Notice of this policy was given to the Freedom Area School District employees, students and parents, and to the public, as provided in Act 168 Of 1988.

***Note: Act 145 has been amended to include possession of lighted and unlighted tobacco products and smokeless tobacco.***

1<sup>st</sup> Offense – Possession/smoking/chewing/vaping = 2 days OSS/Fine and 1 day ISS

2<sup>nd</sup> Offense – Possession/smoking/chewing/vaping = 4 days OSS/Fine and 1 day ISS

\*Strong circumstantial evidence will also result in disciplinary action.

\*Hiding in bathroom stalls or around corners, acting as a look-out, and smoking in a car on school property are prohibited.

\*Student can attend a Tobacco-user Program in lieu of a fine.

## **FREEDOM AREA SCHOOL DISTRICT**

### **Sexual Harassment of Students**

The Freedom Area School District is committed to assuring equal educational opportunities to all persons and does not discriminate on the basis of sex. Furthermore, the Freedom Area School District is committed to maintaining an educational environment for all its students which is free from any type of sexual harassment.

The Board of School Directors of the Freedom Area School District will not tolerate any behavior by administrators, faculty, staff, or students which constitutes sexual harassment of a student.

For the purposes of this policy, the definition of sexual harassment of a student includes, but is not limited to, the following actions: unwelcome sexual advances, requests for sexual favors or other verbal or physical conduct or written communication of an intimidating, hostile or offensive sexual nature where submission to such conduct is made, either implicitly or explicitly, a term or condition of the student's status in a course, program or activity; or submission to or rejection of such conduct by a student is used as a basis for academic or other decisions affecting such student; or such conduct has the purpose or effect of substantially interfering with a student's educational experience or creating an intimidating, hostile or offensive academic environment.

All reports of sexual harassment will be investigated in a confidential manner. Appropriate disciplinary action, including termination of employment or permanent expulsion from the school roles, may be imposed in proven circumstances.

#### **Harassment Policy**

Harassment in any form (verbal threats/hate acts) will not be tolerated.

Any incident that jeopardizes the health, safety, or welfare of another student/staff member should be reported to the office for disciplinary action.

All threats will be taken seriously, and appropriate action will be taken up to and including fines and expulsion.

No student has the right to harass anyone. This includes verbal outbursts, name-calling, intimidation acts, and third party messengers who instigate trouble.

Please remember that words can get you in trouble; think before you speak.

## FREEDOM AREA SCHOOL DISTRICT

### Weapons Policy

The Board of Education of the Freedom Area School District does hereby enact the following policy relative to use or possession of weapons upon School property.

1. **Purpose:** Weapons serve no educational purpose. The Board of Education directs that students of the Freedom Area School District found to be in possession of a weapon on school property shall be subject to discipline as outlined herein.
2. **Definitions:** As used in this Policy, the following words shall have the meanings given to them by this section:
  - A. District – Freedom Area School District
  - B. Elementary – Grades Kindergarten through Sixth, inclusive
  - C. Explosive – Any substance or instrument by whose decomposition or combustion gas is generated with such rapidity as to cause a sudden breaking or bursting, usually accompanied by a loud noise. The term includes, but is not limited to, a bomb, incendiary device, gas bomb, grenade, or ammunition of any kind.
  - D. Firearm – Any instrument, including but not limited to, a pistol, shotgun, rifle, starter gun or any look-alike of the same, which is designed or may readily be converted to expel a projectile by the action of an explosive or the expansion of gas therein.
  - E. Possession – That set of circumstances by which a student exercises control over an inanimate article, whether upon his or her person or in a place under his or her sole or mutual control.
  - F. Secondary – Grades Seventh through Twelfth, inclusive.
  - G. Student – A registered pupil of the School District in either the Elementary or Secondary Divisions
  - H. Weapon – Means any explosive, firearm, blackjack, metal knuckles, dagger knife, razor or cutting instrument, cutting tool, nunchuck stick, and any other tool, implement or instrument capable of inflicting serious bodily injury.
3. **Prohibited Activity:** Any student of the District who is in possession of a firearm, explosive or weapon as defined herein, on property being used by the District, or at any school function or activity, including District-authorized events held away from District property, including while the student is going to or returning from school, shall be in violation of this Policy.

**4. Procedures:**

- A. Any employee of the District, upon learning of a violation of this Policy, shall immediately notify the building Principal of the violation and the identity of the student(s) involved.
- B. The Building Principal shall immediately investigate the alleged violation and take steps to confiscate the weapon(s).
- C. After the weapon(s) is/are taken into custody or the Principal has otherwise confirmed the violation of the Policy, the Principal shall notify and/or summon:
  - 1. The local police
  - 2. The Superintendent of the district
  - 3. The parent(s) or guardian of any student(s) involved in the violation.
- D. After the Principal has confirmed the violation of the Policy, the Principal shall immediately notify the student(s) and the parent(s) or guardian(s) of the student(s) that the student(s) is/are suspended from school as outlined in the “Penalties” provisions of this Policy.
- E. The Building Principal shall be directly responsible for investigating the violation on behalf of the District with the requested assistance of District Administrative personnel.

**5. Penalties:**

- A. If the student involved is a secondary student, and if the violation is the possession of a firearm or explosive, the Student shall be cited for a ten (10) day out-of-school suspension and notified of the scheduling of a due process hearing to consider expulsion before the Board of Education, or a committee thereof, of the District. Said hearing shall be conducted pursuant to Department of Education regulations and the provisions of the Public School Code. If, after the formal expulsion hearing before the Board of Education, it is determined that the student had possession of a firearm or explosive on School property, or otherwise contrary to the provisions of this Policy, the student shall be expelled from the Schools of the District for a period of not less than one (1) year. In addition, the Board of Education may impose such other conditions for re-admission as deemed necessary.
- B. If the student involved is a secondary student and the violation is the possession of a weapon, not a firearm or explosive, the student shall be cited for a ten (10) day out-of-school suspension and notified of the scheduling of a due process hearing to consider expulsion before the Board of Education, or a Committee thereof, of the District. Said hearing shall be conducted pursuant to Department of Education regulations and the provisions of the Public School Code. If, after the formal expulsion hearing before the Board of Education, it is determined that the student had possession of a weapon, not a firearm or explosive, on School property or otherwise contrary to the provisions of this Policy, the student may be expelled for a period of up to one (1) year. The Board may consider possible defense(s) or other extenuating circumstances in setting the duration of the expulsion or other appropriate discipline measures.

- C. If the student involved is an elementary student & the violation is the possession of a firearm or explosive, as defined in this Policy, the student shall be cited for a ten (10) day out-of-school suspension and notified of the scheduling of a due process hearing to consider expulsion before the Board of Education, or a committee thereof, of the District. Said hearing shall be conducted pursuant to Department of Education regulations and the provisions of the Public School Code. If, after the formal expulsion hearing before the Board of Education, it is determined that the student had possession of a firearm or explosive on School property, or otherwise contrary to the provisions of this Policy, the student may be expelled for a period of up to one (1) year. The Board may consider possible defense(s) or other extenuating circumstances in setting the duration of the expulsion or other appropriate discipline measures.
- D. If the student involved is an elementary student and the violation is the possession of a weapon, not a firearm or explosive, the student shall be cited for up to ten (10) days out-of-school suspension. The Building Principal will complete the investigation, consult with District and non-District professionals concerning the incident, and, through consultation with the District Superintendent and/or Assistant Superintendent, either:
  - A. Re-admit the student after the ten(10) day out-of-school suspension with provisions for his/her behavior and activities on School property, or
  - B. Notify the student and parent(s) or guardian(s) of the scheduling of a due process hearing to consider expulsion before the Board of Education, or a committee thereof, of the District. Said hearing shall be conducted pursuant of Department of Education regulations and the provisions of the Public School Code. If, after the formal expulsion hearing before the Board of Education, it is determined that the student had possession of a firearm or explosive on School property, or otherwise contrary to the provisions of this Policy, the student may be expelled for a period of up to one (1) year. The Board may consider possible defense(s) or other extenuating circumstances in setting the duration of the expulsion or other appropriate discipline measures.
- E. In all cases proceeding under this Paragraph five, it shall be a possible defense to be considered by the Board of Education, if evidence is offered by the student, that the weapon was possessed by the student in conjunction with a lawful supervised school activity or course or was possessed for other lawful purpose.

## **Family Educational Rights and Privacy Act (FERPA)**

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

FERPA gives parents certain rights with respect to their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students."

- Parents or eligible students have the right to inspect and review the student's education records maintained by the school. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for copies.
- Parents or eligible students have the right to request that a school correct records which they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.
- Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):
  - School officials with legitimate educational interest;
  - Other schools to which a student is transferring;
  - Specified officials for audit or evaluation purposes;
  - Appropriate parties in connection with financial aid to a student;
  - Organizations conducting certain studies for or on behalf of the school;
  - Accrediting organizations;
  - To comply with a judicial order or lawfully issued subpoena;
  - Appropriate officials in cases of health and safety emergencies; and
  - State and local authorities, within a juvenile justice system, pursuant to specific State law.

**Schools may disclose, without consent, "directory" information such as a student's name, photograph or likeness, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. Schools must notify parents and eligible students annually of their rights under FERPA. The actual means of notification (special letter, inclusion in a PTA bulletin, student handbook, or newspaper article) is left to the discretion of each school.**

## **Protection of Pupil Rights Amendment (PPRA)**

The Protection of Pupil Rights Amendment (PPRA) is a federal law that affords certain rights to parents of minor students with regard to surveys that ask questions of a personal nature. Briefly, the law requires that schools obtain written consent from parents before minor students are required to participate in any U.S. Department of Education funded survey, analysis, or evaluation that reveals information concerning the following areas:

1. Political affiliations
2. Mental and psychological problems potentially embarrassing to the student and his/her family
3. Sex behavior and attitudes
4. Illegal, anti-social, self-incriminating and demeaning behavior
5. Critical appraisals of other individuals with whom respondents have close family relationships
6. Legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers
7. Religious practices, affiliations, or beliefs of the student or student's parent\* or
8. Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program)

***The No Child Left Behind Act of 2001 contains a major amendment to PPRA that gives parents more rights with regard to the surveying of minor students, the collection of information from students for marketing purposes, and certain non-emergency medical examinations. In addition, an eighth category of information (\*) was added to the law.***

You may read more about the specific changes to the law by clicking onto **[take them to the document that talks about recent changes to FERPA and PPRA that are in Hot Topics]**  
The Department will be updating the PPRA regulations to reflect these changes

## **Homeless Act: McKinney Vento Act**

### **About Homeless Act – McKinney Vento Act:**

The McKinney-Vento Homeless Education Assistance Act guarantees a free and appropriate public education for all children and youth. B.E.C., 42 U.S.C. 11431 outlines procedures for deciding school placement, enrolling students, and determining responsibility. Federal and state laws make our responsibility clear. Freedom Area School District is committed to providing proper educational support and services.

### **What is the definition of a “homeless youth” under McKinney-Vento?**

“Homeless is defined as “anyone lacking a fixed, adequate, regular nighttime residence.”

### **What situations fit this definition?**

- Staying in the home of other people due to unavailable housing, financial hardship, or similar circumstances
- Living in motels, hotels, trailer parks (in some instances-examples: leaking roof, no heat, etc.), public places, or campgrounds due to unavailable suitable housing options
- Living in an emergency shelter or transitional housing
- Unaccompanied (not living in direct care of legal parent or guardian) or runaway youth
- Refugee and migrant youth

### **How does McKinney-Vento help these students?**

The law makes sure that these students receive a free and suitable public education by removing barriers to school enrollment and full, basic, daily participation in school activities. This includes:

- Immediate enrollment
- Free and Reduced School Lunch
- Help from school with any necessary enrollment documents
- Help from school setting up transportation service (if the student qualifies)
- Help from school with basic school supplies
- Help from school with any basic clothing needs
- Help from school with basic high school graduation needs and expenses

### **Where can I find more information for Pennsylvania?**

You can visit the PA Education for Children and Youth Experiencing Homeless site.

Contact Information

Mrs. Marcy Bebout

Homeless Liaison

Freedom Area School District

724-775-7641 ext. 125

[mbebout@freedomarea.org](mailto:mbebout@freedomarea.org)

## **Virtual Learning**

The Freedom Area School District continues to monitor the health and safety of our schools and make instructional decisions according to the current needs of our students and staff. In the event that synchronous or asynchronous instruction is needed to be offered in a virtual setting, additional information regarding student access and expectations will be communicated to families.

## Student Meal Account Balances

The following procedures are implemented in coordination with guidelines of Policy 808- Food Services

- No Student who requests a meal will be denied a main lunch option unless the student's parent or guardian has provided written permission to withhold a school lunch
- Direct communication regarding money owed will be made to the parent or guardian only. Students may deliver communication in letter form, addressed to the "parents/guardians".
- Meals served to students should not be removed or exchanged as a result of overdrawn accounts or free/reduced status. When it is discovered a student has selected a meal and they do not have positive funds to purchase it, the student will be permitted to have the items without discussion. The meal will be charged to the student's lunch account.
- When a-la-carte limits are in place, food can be removed from the student at the register.
- Weekly notices for negative account balances will be e-mailed to parents/guardians who have addresses on file. When a student owes money for five or more school meals, the school will make at least two attempts to contact the parent/guardian and have the parent/guardian apply for participation in the school food program.
- When a negative balance of \$50 or more exists and at least two attempts to contact the parent/guardian have been made, the account may pursue legal action through the District Magistrate.
- When all components of a reimbursable meal are not taken, the cashier must charge a-la-carte prices for the food items.
- If a student receives a free or reduced meal and has a condition that limits certain components of a lunch, the appropriate Pennsylvania Department of Education form must be completed.
- Free/Reduced Lunch applications will be sent home at the start of each school year. Applications are available upon request throughout the year on the District Website, schoolcafe.com, and through the main office.
- Translated applications are available upon request
- Cafeteria Staff will be trained annually on the guidelines of **Policy 808**
- No student who owes money or does not have money for a school meal will be publicly identified, stigmatized or be required to do work or chores

**Please Note:** Allowing charges to continuously accumulate can lead to financial losses to the school food service program and is unfair to the households that do pay for their meals. If parent/legal guardian does not pay after being contacted, the District reserves the right to take actions necessary to collect charges owed. The actions may include initiating collection proceedings.

## **ADDENDUM**

### **STUDENT EXPRESSION/DISSEMINATION OF MATERIALS**

These procedures address the dissemination by students of nonschool materials that are not part of the curricular or extracurricular program of the district. Materials sought to be disseminated as part of the curricular or extracurricular program of the district will be regulated as part of the district's educational program and are not subject to the time, place, and manner provisions set forth herein.

Students may disseminate nonschool materials, provided that the form of expression and/or the use of public school facilities and equipment is/are in accordance with Board Policy 220 (Student Expression/Dissemination of Materials), the Code of Student Conduct. These procedures and the school dress code, if applicable. It is the responsibility of students intending to disseminate nonschool materials to become familiar with the provisions of Board Policy 220 and pertinent provisions of the Code of Student Conduct.

The district has no responsibility to assist students in or to provide facilities for the dissemination of nonschool materials.

#### **Dissemination of Nonschool Materials**

The dissemination by students of all nonschool materials will be governed by the following procedures:

1. All nonschool materials, together with a copy of the plan of dissemination, must be submitted to the building principal no later than 10 a.m. on the school day prior to the requested dissemination. The building principal will forward such information to the Superintendent or designee for approval. The plan will set forth in detail the desired time, place and manner of dissemination, as well as the individuals involved.
2. Identification of the individual student or at least one (1) responsible person in a student group will be required upon submission for approval. The person wishing to disseminate such material must provide in writing their name, address, telephone number and organization, if any. This information will be filed in the building principal's office.
3. The Superintendent or designee will review the material, determine if it constitutes expression that is prohibited by Board policy, and inform the building principal or designee of the decision. The building principal or designee will notify the student(s) planning to disseminate nonschool materials of the decision to grant or deny permission. If the decision is to not permit the dissemination, the building principal or designee will specify the reasons for the decision as well as the changes in the content of the material or in the plan of dissemination which must be made, if any, in order to secure such permission. If the student(s) desiring to disseminate such material make(s) such changes in a manner satisfactory to the Superintendent or designee prior to the planned dissemination, the building principal or designee may then grant permission to disseminate.

*Time -*

When permission has been granted, students may disseminate approved nonschool materials only at the following times:

- Thirty (30) minutes before the official start of school.
- During regularly scheduled lunch periods.
- Thirty (30) minutes after the official end of school.
- At school-sponsored activities outside of the venue.

*Place -*

- Dissemination of approved nonschool materials on school property will be permitted only in locations that allow for the normal flow of traffic within the school and its exterior doors, including on sidewalks located on school property paralleling school driveways. Building entrance walkways and building lobbies will not be utilized for such dissemination.
- Nonschool materials may not be disseminated during any regularly scheduled class unless specifically authorized by the Superintendent or designee.
- Dissemination of approved nonschool materials will be permitted on the following district-owned technology sites or platforms: Google

*Manner –*

- All nonschool materials must bear the district disclaimer.

DISCLAIMER: THE FREEDOM AREA SCHOOL DISTRICT IS NOT RESPONSIBLE FOR, AND DOES NOT ENDORSE, ANY STATEMENT, SENTIMENT OR OPINION PUBLISHED OR EXPRESSED IN THIS DOCUMENT. THIS DOCUMENT IS NOT PART OF, AND HAS NOT BEEN DISTRIBUTED AS PART OF, THE DISTRICT'S CURRICULAR OR EXTRACURRICULAR PROGRAMS.

- All approved nonschool materials displayed in a fixed location shall be officially dated and the district shall remove the materials within ten (10) school days.

Any student who disseminates materials will be responsible for cleaning any resulting litter, including any discarded pamphlets, fliers or other documents.

No student will harass or otherwise interfere with the dissemination of approved nonschool materials by student(s), nor may a student in any way compel or coerce a student to accept any materials.

### Disciplinary Consequences

Any student who violates any provision of Board Policy 220 or these procedures will be subject to disciplinary action in accordance with Board policy and the Code of Student Conduct, which may, in appropriate cases, include suspension and/or expulsion from school.

### Student Handbook

A copy of this procedure will be published in student handbooks.

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# FREEDOM AREA ELEMENTARY SCHOOL



## 2026 - 2027 PARENT-STUDENT HANDBOOK

JEFFREY R. BELTZ, Ed.D.  
Superintendent  
Business Manager

[www.freedomareaschools.org](http://www.freedomareaschools.org)



1702 SCHOOL STREET  
FREEDOM, PENNSYLVANIA 15042

EMILY EVANS  
School Board Secretary

724-775-5464  
FAX: 724-775-7434

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This handbook has been prepared to inform you about Freedom Elementary School. You will find the rules and regulations that govern the day-to-day operation of our school in this booklet. You will also find important information that everyone needs to know and understand. Read this handbook carefully. Don't wait! Be sure you understand everything in it.

Parent/Guardian **MUST SIGN** the bottom of this form, and each student is to return this form to his/her homeroom teacher by **September 8th, 2026**.

Parents, please notify the building principal if you would like to know more about our policies. A copy of all school district policies is available on the district website at [freedomareaschools.org](http://freedomareaschools.org) or by contacting the elementary school office.

---

Please print name of student:

---

Last Name

First Name

Teacher \_\_\_\_\_

Grade \_\_\_\_\_

I have read and reviewed the materials contained in the **2026-2027** Elementary Student/Parent Handbook

---

Signature of Parent/Guardian

## FREEDOM AREA SCHOOL DISTRICT

### STUDENT ACADEMIC ACHIEVEMENT

*Student academic achievement is the continuous interplay of three (3) dynamic components listed below to help students prepare for their futures in a complex society.*

The ***Educational Institution*** must provide

- A curriculum that is diverse, challenging, and evolving to meet the needs of all children using a variety of teaching strategies.
- A caring professional staff that encourages, counsels, and expects all students to take the most challenging course sequence available.
- A safe school environment for all students, which promotes progress towards high expectations for academic achievement.

The ***Family*** must....

- Provide a supportive home environment to facilitate the child's physical, emotional, and educational growth.
- Be caring, proactive, and involved in the child's education.
- Be aware of student academic progress and needs with open communication between home and school.
- Make progress towards high academic standards for their children a high priority.

The ***Student*** must....

- Strive for 100 percent daily attendance.
- Strive to read at/or above grade level.
- Demonstrate proficiency or above in courses aligned to academic standards.
- Demonstrate yearly progress on NWEA Assessments/PSSA tests and other national tests such as new Standards, PSAT, SAT, and NAEP to meet state and federal goals.
- Contribute to a positive, safe school environment.

### FREEDOM AREA ELEMENTARY SCHOOL PARENT/GUARDIAN MUST READ

This handbook has been prepared to inform you about Freedom Area Elementary School. You will find the rules and regulations that govern the day-to-day operation of our school in this booklet. You will also find information that everyone needs to know and understand. Read this handbook carefully. Don't wait. Be sure you understand everything in it. Parents, please notify the building principal if you would like to know more about our policies on Curriculum Review by Parents and Students (105.1); Tobacco Use (222); Students' Rights/Surveys (235); Student Recruitment (250); Weapons (218.2); FERPA/Student Records Special Education Awareness and Screening (216); or Student Discipline (218). A copy of all school district policies is available in the Elementary School office.

## **FREEDOM AREA SCHOOL DISTRICT TELEPHONE NUMBERS**

| <u>Building</u>         | <u>Phone Number</u>          | <u>Fax Number</u> |
|-------------------------|------------------------------|-------------------|
| Elementary School – K-4 | 724-775-1122                 | 724-775-3672      |
| Middle School – 5-8     | 724-775-7641                 | 724-775-7748      |
| High School – 9-12      | 724-775-7400                 | 724-775-7753      |
| Superintendent          | 724-775-7644<br>724-775-5464 | 724-775-7434      |
| Transportation Director | 724-775-7644                 | 724-775-7434      |

**[www.freedomareaschools.org](http://www.freedomareaschools.org)**

THE FREEDOM AREA SCHOOL DISTRICT IS AN EQUAL OPPORTUNITY EDUCATIONAL INSTITUTION AND WILL NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, NATIONAL ORIGIN, SEX AND HANDICAP IN ITS ACTIVITIES, PROGRAMS OR EMPLOYMENT PRACTICES AS REQUIRED BY TITLE VI, TITLE IX AND SECTION 504.

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## *A MESSAGE FROM THE PRINCIPAL*

Dear Students and Families,

Welcome to Freedom Elementary School! It is my honor and privilege to serve as principal of a school that provides a positive, comprehensive experience that maximizes the potential of all students.

At Freedom Elementary, we believe that every student deserves a safe, supportive, and engaging learning environment where they can develop academically, socially, and emotionally. Our dedicated teachers and staff work tirelessly to inspire curiosity, promote creativity, and help students build the skills and confidence they need to thrive both in school and beyond. Through the PAWS program the concepts of Positive Attitude, Accepting Responsibility, Working Together, and Safe Choices, staff will promote and reward students who exhibit positive behaviors and attitudes throughout the school day.

Freedom is a strong Beaver County community that supports students through an active Parent Teacher Association that provides our students with a range of educational activities, social events, and field trips.

As your administrator, I am committed to keeping our students at the forefront of every decision we make as a school. Thank you for your continued support and commitment to our students. We look forward to a wonderful year filled with learning, achievement, and growth.

Sincerely,

**Mr. James Cassell**

Principal

Freedom Area Elementary School



### **ADMINISTRATION AND SUPPORT STAFF**

|                         |                              |                             |          |
|-------------------------|------------------------------|-----------------------------|----------|
| Mr. James Cassell       | Principal                    | jcassell@freedomarea.org    | Ext.402  |
| Dr. Amanda Whitworth    | Dean of Students             | awhitworth@freedomarea.org  | Ext. 198 |
| Mr. Randal Perkins      | School Counselor             | rperkins@freedomarea.org    | Ext. 460 |
| Mrs. Jennifer Henderson | Prevention Specialist        | jhenderson@freedomarea.org  | Ext. 469 |
| Mrs. Hope Dishler       | School Nurse                 | hdishler@freedomarea.org    | Ext. 123 |
| Officer Rick Jones      | Resource Officer             | rjones@freedomarea.org      | Ext. 116 |
| Mrs. Sara Miller        | Gifted Support               | smiller@freedomarea.org     | Ext. 153 |
| Mrs. Crystal Byrne      | Food Service                 | foodservice@freedomarea.org | Ext. 115 |
| Mrs. Marcy Bebout       | Director of Student Services | mbebout@freedomarea.org     | Ext. 125 |
| Mr. Joshua Biss         | School Psychologist          | jbiss@freedomarea.org       | Ext. 109 |

### **Building Secretaries**

|                     |                          |                         |          |
|---------------------|--------------------------|-------------------------|----------|
| Mrs. Deborah Muchow | Administrative Secretary | dmuchow@freedomarea.org | Ext. 400 |
| Mrs. Shelly Young   | Attendance Secretary     | syoun@freedomarea.org   | Ext. 401 |

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If you find it necessary to talk with one of the Elementary teachers, please phone at these times:  
8:20-8:40 A.M. or 3:40-4:00 P.M.

### **Faculty (By Department)**

| <b>Teacher</b>          | <b>Department</b> | <b>Email Address</b>        | <b>Phone Ext.</b> |
|-------------------------|-------------------|-----------------------------|-------------------|
| Mrs. Rebecca Champine   | Kindergarten      | rchampine@freedomarea.org   | 473               |
| Mrs. Ashley Fetchin     | Kindergarten      | afetchin@freedomarea.org    | 468               |
| Mrs. Gena Tokar         | Kindergarten      | gtokar@freedomarea.org      | 458               |
| Mrs. Jennifer VanDeCar  | Kindergarten      | jvandecar@freedomarea.org   | 459               |
| Mrs. Susan Camp         | Grade 1           | scamp@freedomarea.org       | 474               |
| Mrs. Amy DeChellis      | Grade 1           | adechellis@freedomarea.org  | 450               |
| Mrs. Leslie DePace      | Grade 1           | ldpace@freedomarea.org      | 475               |
| Miss Lydia Dufour       | Grade 1           | ldufour@freedomarea.org     | 450               |
| Mr. Rick Baldauf        | Grade 2           | rbaldauf@freedomarea.org    | 472               |
| Ms. Joy Crouch          | Grade 2           | jcrouch@freedomarea.org     | 466               |
| Mrs. Lori Sacco         | Grade 2           | lsacco@freedomarea.org      | 452               |
| Mrs. Terri Seltzer      | Grade 2           | tseltzer@freedomarea.org    | 465               |
| Mrs. Caitlin Chinchilla | Grade 3           | cchinchilla@freedomarea.org | 162               |
| Mr. Chris DeLong        | Grade 3           | cdelong@freedomarea.org     | 163               |
| Mrs. Colleen Tyler      | Grade 3           | ctyler@freedomarea.org      | 161               |
| Mrs. Abby Vavithes      | Grade 3           | avavithes@freedomarea.org   | 154               |

| <b>Teacher</b>         | <b>Department</b>  | <b>Email Address</b>       | <b>Phone Ext.</b> |
|------------------------|--------------------|----------------------------|-------------------|
| Mrs. Linda Haffner     | Grade 4            | lhaffner@freedomarea.org   | 159               |
| Mr. Ron Kelm           | Grade 4            | rkelm@freedomarea.org      | 178               |
| Mr. Brian Obman        | Grade 4            | bobman@freedomarea.org     | 155               |
| Mrs. Amy Shultz        | Grade 4            | ashultz@freedomarea.org    | 157               |
| Mrs. Hailey Burks      | Learning Support   | hburks@freedomarea.org     | 166               |
| Mrs. Erin Carnevale    | Learning Support   | ecarnevale@freedomarea.org | 463               |
| Miss Staci Desiderio   | Learning Support   | sdesiderio@freedomarea.org | 408               |
| TBA                    | Learning Support   | tba                        | 454               |
| Mrs. Kelly Emes        | Learning Support   | kemes@freedomarea.org      | 457               |
| Mrs. Gretchen Meyer    | Learning Support   | gmeyer@freedomarea.org     | 174               |
| Miss Anna O'Connor     | Learning Support   | aoconnor@freedomarea.org   | 456               |
| Mrs. Sara Miller       | Gifted Support     | smiller@freedomarea.org    | 153               |
| Mrs. Renee Bogdan      | Speech/Language    | rbogdan@freedomarea.org    | 470               |
| Mrs. Tara McFadden     | Speech/Language    | tmcfadden@freedomarea.org  | 461               |
| Mrs. Ashley Barnes     | K-4 Music          | abarnes@freedomarea.org    | 479               |
| Mrs. Dana Gaertner     | Physical Education | dgaertner@freedomarea.org  | 462               |
| Mrs. Melissa Krajcovic | Art                | mkrajcovic@freedomarea.org | 480               |
| Mrs. Tara Little       | Library Media      | tlittle@freedomarea.org    | 407               |
| Mrs. Michele Lugowski  | K-4 Technology     | mlugowski@freedomarea.org  | 408               |
| Ms. Lisa Finch         | Title 1            | lfinch@freedomarea.org     | 464               |
| Mrs. Linda Girty       | Title 1            | lgirty@freedomarea.org     | 453               |
| Mrs. Lisa Levenson     | Title 1            | llevenson@freedomarea.org  | 151               |

# FREEDOM AREA SCHOOL DISTRICT

## 2026-2027 School Calendar

| August(5-5) |    |    |    |    |
|-------------|----|----|----|----|
| M           | T  | W  | T  | F  |
| 3           | 4  | 5  | 6  | 7  |
| 10          | 11 | 12 | 13 | 14 |
| 17          | 18 | 19 | 20 | 21 |
| 24          | 25 | 26 | 27 | 28 |
| 31          |    |    |    |    |

| September (21-26) |    |    |    |    |
|-------------------|----|----|----|----|
| M                 | T  | W  | T  | F  |
|                   | 1  | 2  | 3  | 4  |
| 7                 | 8  | 9  | 10 | 11 |
| 14                | 15 | 16 | 17 | 18 |
| 21                | 22 | 23 | 24 | 25 |
| 28                | 29 | 30 |    |    |

| October(21-47) |    |    |    |    |
|----------------|----|----|----|----|
| M              | T  | W  | T  | F  |
|                |    | 7  | 1  | 2  |
| 5              | 6  | 14 | 8  | 9  |
| 12             | 13 | 21 | 15 | 16 |
| 19             | 20 | 28 | 22 | 23 |
| 26             | 27 |    | 29 | 30 |

| November (16-63) |    |    |    |    |
|------------------|----|----|----|----|
| M                | T  | W  | T  | F  |
| 2                | 3  | 4  | 5  | 6  |
| 9                | 10 | 11 | 12 | 13 |
| 16               | 17 | 18 | 19 | 20 |
| 23               | 24 | 25 | 26 | 27 |
| 30               |    |    |    |    |

| December (16-79) |    |    |    |    |
|------------------|----|----|----|----|
| M                | T  | W  | T  | F  |
|                  | 1  | 2  | 3  | 4  |
| 7                | 8  | 9  | 10 | 11 |
| 14               | 15 | 16 | 17 | 18 |
| 21               | 22 | 23 | 24 | 25 |
| 28               | 29 | 30 | 31 |    |

| January (19-98) |    |    |    |    |
|-----------------|----|----|----|----|
| M               | T  | W  | T  | F  |
|                 | 5  |    | 7  | 1  |
| 4               | 12 | 6  | 14 | 8  |
| 11              | 19 | 13 | 21 | 15 |
| 18              | 26 | 20 | 28 | 22 |
| 25              |    | 27 |    | 29 |

| February (19-117) |    |    |    |    |
|-------------------|----|----|----|----|
| M                 | T  | W  | T  | F  |
| 1                 | 2  | 3  | 4  | 5  |
| 8                 | 9  | 10 | 11 | 12 |
| 15                | 16 | 17 | 18 | 19 |
| 22                | 23 | 24 | 25 | 26 |
|                   |    |    |    |    |

| March (20-137) |    |    |    |    |
|----------------|----|----|----|----|
| M              | T  | W  | T  | F  |
| 1              | 2  | 3  | 4  | 5  |
| 8              | 9  | 10 | 11 | 12 |
| 15             | 16 | 17 | 18 | 19 |
| 22             | 23 | 24 | 25 | 26 |
| 29             | 30 | 31 |    |    |

| April (21-158) |    |    |    |    |
|----------------|----|----|----|----|
| M              | T  | W  | T  | F  |
|                | 6  |    | 1  | 2  |
| 5              | 13 | 7  | 8  | 9  |
| 12             | 20 | 14 | 15 | 16 |
| 19             | 27 | 21 | 22 | 23 |
| 26             |    | 28 | 29 | 30 |

| May (19-177) |    |    |    |    |
|--------------|----|----|----|----|
| M            | T  | W  | T  | F  |
| 3            | 4  | 5  | 6  | 7  |
| 10           | 11 | 12 | 13 | 14 |
| 17           | 18 | 19 | 20 | 21 |
| 24           | 25 | 26 | 27 | 28 |
| 31           |    |    |    |    |

| June (3-180) |    |    |    |    |
|--------------|----|----|----|----|
| M            | T  | W  | T  | F  |
|              | 1  | 2  | 3  | 4  |
| 7            | 8  | 9  | 10 | 11 |
| 14           | 15 | 16 | 17 | 18 |
| 21           | 22 | 23 | 24 | 25 |
| 28           | 29 | 30 |    |    |

|                                                  |
|--------------------------------------------------|
| Green-First Day of School and Last Day of School |
| Yellow-In-Service Days (No School for Students)  |
| Pink- Holiday (No School)                        |
| Blue - Act 80 Days (No School for Students)      |
| Tan-Snow Days (No School)                        |

### Grading Periods

First: August 25 – October 28  
 Second: October 29 – January 19  
 Third: January 20 – March 24  
 Fourth: March 30 – June 3

### Assessment Dates:

December 7-18: Winter Keystone Exams  
 April 26-30: PSSA ELA (Grades 3-8)  
 May 3-7: PSSA Math/Science (Grades 3-8)  
 May 17-28: Spring Keystone Exams

August 20-21, 24.....In-Service Days  
 August 25..... First Day for Students  
 September 7 .....Labor Day  
 October 12 .....In-Service Day  
 October 30.....Act 80 Day/Parent-Teacher Conferences (K-12)  
 November 11 ..... In-Service Day  
 November 25-30.....Thanksgiving Break  
 December 23 - January 1.....Winter Break  
 January 18.....Martin Luther King Day  
 February 15.....President's Day  
 March 24.....Act 80 Day  
 March 25-28.....Spring Break  
 March 29.....Snow Day  
 April 12 .....In-Service Day/Senior Projects  
 May 14.....Snow Day  
 May 15 (Saturday).....Prom  
 May 31.....Memorial Day  
 June 3.....Last Day for Students/Commencement  
 June 4.....Snow Day  
 June 7.....In-Service Day  
 TBD .....Kennywood School Picnic

Approved 3-12-26

## SCHOOL CALENDAR

|                       |                                                |
|-----------------------|------------------------------------------------|
| August 20-21, 24      | In-Service Days                                |
| August 25             | First Day for Students                         |
| September 7           | Labor Day – No School                          |
| October 12            | In-Service Day                                 |
| October 30            | Act 80 Day – Parent-Teacher Conferences (K-12) |
| November 11           | In-Service Day                                 |
| November 25-30        | Thanksgiving Break                             |
| December 23-January 1 | Winter Break                                   |
| January 18            | Martin Luther King Jr. Day – No School         |
| February 15           | President’s Day – No School                    |
| March 24              | Act 80 Day                                     |
| March 25-28           | Spring Break                                   |
| March 29              | Snow Day                                       |
| April 12              | In-Service Day/Senior Projects                 |
| May 14                | Snow Day                                       |
| May 31                | Memorial Day-No School                         |
| June 3                | Last Day for Students / Commencement           |
| June 4                | Snow Day                                       |
| June 7                | In-Service Day                                 |
| TBD                   | Kennywood School Picnic                        |

## DAILY SCHEDULE FOR ELEMENTARY STUDENTS

8:25-Doors Open  
**No student entry before this time!**  
8:30-Breakfast served  
8:50-Students to Homeroom  
9:00-Tardy Bell  
9:00 Announcements  
9:05 Instruction Begins  
3:40-Student Dismissal

## TWO-HOUR DELAY SCHEDULE

*11:00 AM – 3:40 PM*

Parents should be familiar with the amount of time required for their children to walk from home to school and assigned bus stop to regulate each child’s departure accordingly. No breakfast is served during a two-hour delay schedule.

# ACADEMICS

## **CURRICULUM**

The elementary course of study is organized as prescribed by the Pennsylvania Department of Education. The Reading Program receives the greatest time allotment and is integrated within all other areas. We use an instructional approach that blends directed instruction in phonics and phonemic awareness with comprehension strategies at grade level and small group reading on a child's instructional level. A child's instructional level falls on a lettered scale between A-Z. He/she receives support at his/her instructional level.

Freedom Elementary School participates in the SchoolWide Title I program making all students eligible for Title I services. Full-time Art, Physical Education, Library, Music, and Technology Education are part of the school curriculum. Mathematics, Social Studies, Science, Writing, Spelling, and English are included in the daily/weekly schedule.

## **HOMEBOUND INSTRUCTION**

In case of a child who is physically unable to attend school for four weeks or more, parents may have the family physician fill out a form to send to the school board. If approved, the school will provide homebound instruction. If the student has an IEP, the state will also approve this method.

## **POWERSCHOOL**

PowerSchool offers parents real-time access to access grades, attendance, teacher comments, assignments, bulletin boards and other important pieces of student-related information. Access to PowerSchool is available from anywhere in the world through a secure online web portal and a free PowerSchool app that is available for all iOS and Android devices. For more information, instructions to set up an account, or other parent portal information, please visit the district website.

## **PROGRESS NOTICE**

Classroom progress can be tracked anytime throughout the school year utilizing our online portal, Powerschool. Paper progress reports are not sent home unless the student has an IEP. All students will receive a paper copy of the final report card. Parents/guardians are encouraged to make appointments to conference with teachers about a student's unsatisfactory progress at any time throughout the year. The district contact between home and school is most beneficial in analyzing and understanding your child's progress and development.

## **REPORT CARD AND GRADING METHOD**

We are focused on the development of all aspects of your child's growth. We are working toward academic, social, mental, physical, and emotional development in desirable ways. This report communicates your child's progress about his/her ability and effort. We want to show his/her achievement in comparison with grade level Pennsylvania Standards. Overall progress is based on achievement and growth measures. This report is issued four times during the school year for grades 1-4. Report card grades can be accessed through Powerschool. Paper copies of the report card can be requested by contacting the office. The request for paper copies must be done yearly. All students will receive a final paper report card at the end of the school year. Kindergarten report cards are issued two times per year, with a modified report as a third communication piece between the 2nd and 4th nine weeks. Please read it carefully, and communicate further with the classroom teacher if you have questions or concerns. We urge you to meet/communicate at least once this year with your child's teacher.

| <u>Grading Period</u> | <u>End of 9 Weeks</u> |
|-----------------------|-----------------------|
| 1                     | Oct. 28               |
| 2                     | Jan. 19               |
| 3                     | Mar. 24               |
| 4                     | Jun. 3                |

## **LETTER GRADE AND PERCENTAGE EQUIVALENTS**

Grades are recorded as percentages on the report card. The following is a guide for interpreting letter grades.

|    |        |    |       |    |          |
|----|--------|----|-------|----|----------|
| A+ | 99-100 | B  | 82-87 | D+ | 68-69    |
| A  | 92-98  | B- | 80-81 | D  | 62-67    |
| A- | 90-91  | C+ | 78-79 | D- | 60-61    |
| B+ | 88-89  | C  | 72-77 | E  | Below 60 |
|    |        | C- | 70-71 |    |          |

O - Outstanding

S - Satisfactory

N - Needs Improvement

## **2026-2027 PSSA TESTING WINDOW**

| <b>Assessment</b>     | <b>Dates</b> | <b>Grades</b> |
|-----------------------|--------------|---------------|
| English Language Arts | April 26-30  | Grades 3-4    |
| Math                  | May 3-7      | Grades 3-4    |
| Make-up Exams         | May 10-14    | Grades 3-4    |

## **TITLE I**

The Freedom Area School District is a school-wide Title One School. Our district receives Federal Funding through this grant to support learning needs in all content areas. The goal of this program is to serve all students to ensure that they demonstrate growth and grade level achievement. The Federal Programs Coordinator and Title I faculty provide a yearly meeting to outline the annual objectives for the program. Periodic communications will be issued to all parents via flyers, building/district newsletters, and updates during monthly events. The Parent Right to Know Letter and the School Compact are included in this handbook after the Board Policies section.

## **STUDENT ASSISTANCE PROGRAM**

The Student Assistance Program is an innovative program whose goals are to maximize individual student success in the classroom. The Student Assistance Team is available to all students in the Freedom Area Elementary School. Involvement with the SAP team may be initiated by Administration, Parent(s), Teacher(s), Student(s), or through a review of the student's grades or records. Requests for assistance may be made to the Principal or the Guidance Counselor. Parental permission is required for continuation in the program.

The Student Assistance Program is a process which includes:

1. Identifying students who are in need of academic, behavioral and social support.
2. Convening SAP meetings to advocate for specific needs of students
3. Applying intervention and management strategies.
4. Expanding the capability of classroom teachers by involving them in team decision making, problem solving and guided practice.
5. Monitoring implementation and student progress.
6. Determining how best to meet the needs of students through a continuum of services.

### **SAP TEAM**

#### **(Student Assistance Program)**

|                         |                     |                        |
|-------------------------|---------------------|------------------------|
| Mrs. Jennifer Henderson | Mr. Randall Perkins | Mrs. Susan Camp        |
| Ms. Joy Crouch          | Mr. Chris DeLong    | Mrs. Lisa Levenson     |
| Mrs. Amy Shultz         | Mrs. Colleen Tyler  | Mrs. Jennifer VanDeCar |
| Dr. Amanda Whitworth    | Mr. James Cassell   |                        |

## **SPECIAL SERVICES**

School-Wide Support is a collaborative process in which the teacher, parent, and administration work together to help the child become successful in the classroom. Students enter the school support process for many reasons. Academic difficulties, poor attendance, behavior difficulties, and at-risk issues, are reasons a child may enter into a program. A child's involvement with the school support process may be determined using benchmark/diagnostic data, and classroom observation to identify areas of student need. Requests for assistance should begin with your child's teacher or LEA.

### **SPECIAL SERVICES (cont.)**

The following certified specialists are available based on specific needs:

School Psychologist Speech Therapist  
Title One Reading Specialist Gifted & Talented Education  
Vision Specialist Hearing Specialist  
Learning Support Specialist Prevention Specialist/Counselor  
Physical Therapist Occupational Therapist

Referrals for services of any of the above specialists are handled through collaboration between the Elementary Principal and the School Wide Support Team.

### **SPECIAL EDUCATION SERVICES AND PROGRAMS**

The Freedom Area School District offers a full continuum of special education programs and services to all eligible for such services. Special education programs and services are available for eligible students between the ages of three (3) and twenty-one (21). Services for eligible children ages three (3) to school entry age may be requested by contacting the Beaver Valley Intermediate Unit at 724-774-7800. Services for eligible students of school entry age through twenty-one (21) years of age may be requested by contacting the building principal. Special Education programs at the Beaver Valley Intermediate Unit and/or the Freedom Area School District include:

1. Developmentally Delayed (Preschool only)
2. Autistic/Pervasive Developmental Disorder
3. Visually Impaired
4. Mentally Gifted
5. Neurologically Impaired
6. Emotional Disturbed
7. Speech and Language Impaired
8. Intellectually Disabled
9. Learning Disabled
10. Hearing Impaired
11. Multi-handicapped
12. Physically Impaired

### **SCREENING**

The Freedom Area School District conducts intervention meetings to identify students who may be eligible for special education services. Parents or guardians may request that their child is screened or evaluated for special education services. Requests for screening or evaluation should be made in writing and directed to the principal. For further information, parents or guardians may contact the school psychologist/special education coordinator by telephone at 724-775-7641.

**CONFIDENTIALITY**

All information collected as part of an individual student referral or evaluation is treated confidentially. A written policy regarding the confidentiality of student records is available for review by contacting the building principal. Printed information regarding available special education services and programs and parental rights as they pertain to special education is available in the Elementary School office or the office of Superintendent of Schools. If you have any questions about the above information or special education services, please contact the school psychologist/special education coordinator or the building principal.

**PROTECTED HANDICAPPED STUDENTS**

The Freedom Area School District will not discriminate against protected handicapped students as defined in Chapter 15 of the regulations of the State Board of Education. The Freedom Area School District will provide each protected handicapped student enrolled in the district, without cost to the student or family, those related services or accommodations which are needed to participate in and obtain the benefits of the school program and extracurricular activities without discrimination and to the maximum extent appropriate to the extent of the student's ability.

# ATTENDANCE and TARDY POLICIES

It is important for children to establish good attendance habits from the beginning of their school career. Regular and prompt attendance at school is a must if students are to progress scholastically as well as to develop responsible work habits. School attendance and prompt arrival at school are the responsibility of the parent and the student.

The Pennsylvania School Law specifically states that students under the age of seventeen must be in attendance at school and the only reason for legal absences are: (1) student illness, (2) family quarantine, (3) death in the immediate family and, (4) religious observances.

## **REPORTING OFF FROM SCHOOL**

An automated messaging system will telephone the parent/guardian of students who have been recorded for an unexcused absence. To avoid the phone call, parents are requested to notify the school in the morning **by 8:30 A.M.** if students are going to be absent for any reason.

**ABSENCES** – All absences (excused or unexcused) will accumulate on a yearly basis.

## **Excused Absences**

1. MUST SEND WRITTEN EXCUSE TO SCHOOL within three days of returning to school.
2. A maximum of 10 parent/guardian notes can be used to verify absence.
3. After 10 general notes, all other absences must be verified with a doctor's excuse or will be counted as unexcused.
4. All doctor excuses must include the doctor's name and phone number for verification.
5. All excuses must be brought to the office upon the student's return to school.

Definition of an EXCUSED ABSENCE:

- a. Sickness/injury verified by a doctor's excuse or parent note
- b. Serious illness or death in the immediate family
- c. Suspensions from school
- d. Medical, dental or legal appointments that cannot be made after school (Student must have an official note from the doctor's office)
- e. Observance of religious holidays
- f. Hazardous weather conditions
- g. Court hearings
- h. Definite emergency situations approved by Administration
- i. Any other circumstances that have been previously approved by Administration

## **Unexcused/Illegal Absences**

1. Once a student accumulates 3 unexcused absences, a WARNING LETTER will be sent home to the parent/guardian of the student.
2. Once a student accumulates 6 unexcused absences, a SECOND WARNING LETTER will be sent home via mail to the parent/guardian. At this point, a Truancy Elimination Plan must be discussed and drafted between the designated school official (i.e. Prevention Specialist) and the parent/guardian.
3. Six unexcused absences may result in a hearing for truancy at the local magistrate's office.

4. After the 10th unexcused absence, a **final** letter will be sent to the parent/guardian. A mandatory attendance meeting will also be scheduled with the Truancy Intervention Program coordinator, school and family.
5. On the TENTH day of unexcused/illegal absence, the student will be referred to the local magistrate's office. For students under the age of 15, charges will be filed against the parent/guardian. **The school will not accept parental notes once the notice has been sent to the District Magistrate.**
6. Students will receive zero credit for all work on unexcused/illegal absences.

Definition of an UNEXCUSED ABSENCE:

- a. Seen on or near property but does not report to school
- b. Missing the bus, over sleeping, car failure
- c. Trips not approved through the Educational Tour/Trip Policy
- d. Any other reason that does not fall under State Regulations -
- e. <https://www.education.pa.gov/Policy-Funding/BECS/Purdons/Pages/CompulsorySchoolAttendance.aspx>

### **TARDIES TO SCHOOL**

All tardies (excused and unexcused) will accumulate on an annual basis. Students are late at 9:00 AM. They must report with a parent/guardian to the office for sign in, and a tardy pass. Failure to accompany the student will result in an unexcused tardy. Homeroom activities (attendance counts, flag salute, etc.) and announcements begin at 9:00 A.M. At that time, students should be in their seats and ready for the day's activity with classroom instruction beginning promptly at 9:05 A.M. All students arriving after the scheduled start time must report directly to the office.

### **Excused Tardies**

1. MUST SEND WRITTEN EXCUSE TO SCHOOL within 3 days of returning to school.
2. A maximum of 5 parent notes can be used to verify tardies.
3. All other tardies must be verified with a medical excuse or will be counted as unexcused.
4. All doctor's excuses must include the doctor's name and phone number for verification. An excused absence/tardy form can be obtained from the doctor at the time of the appointment.
5. The same guidelines set by the State in regards to attendance will be followed to determine excused and unexcused tardies.

### **Unexcused Tardies**

1. Only unexcused tardies accumulate for disciplinary reasons
2. 5 tardies (per school year) = 1 unexcused absence and a warning letter sent home.
3. 10 tardies (per school year) = 2<sup>nd</sup> unexcused absence and a second warning letter.
4. 15 tardies (per school year) = 3<sup>rd</sup> unexcused absence and may result in a referral to Children & Youth Services.
5. The following reasons are considered to be unexcused tardies:
  - a. Sleeping in, alarm did not go off, no one got the student up
  - b. Car failure, missed the bus, missed ride
  - c. Any other excuse not covered under the state exemption clause for mandatory attendance

### **EARLY DISMISSAL** - *All early dismissals will accumulate on a yearly basis.*

If your child needs to be dismissed early for any reason, you must inform the school office in writing. The note must be specific and the reason must be covered under the acceptable excuses outlined in the attendance policy. The parent/guardian must include a phone number on the note for the school to confirm in case of any questions. Please state in the note who will pick up the student for safety.

Any child dismissed before 3:40 pm must be picked up in the office. This policy is established for the safety of your child. All children leaving before 3:40 pm must be signed out by an adult. Be advised that any adult who is picking up a child is required to provide ID. No student is permitted to leave school without permission from the nurse, attendance office or administration.

### **Excused Early Dismissal**

1. Must turn in a written note to the classroom teacher, or directly to the attendance office before school. An early dismissal slip will be provided to the classroom teacher. The note must contain the student's name, time of the dismissal, the reason for the dismissal including doctor/dentist name and phone number if applicable, phone number and signature of parent/guardian.
2. A maximum of 5 parent notes can be used to excuse students for an early dismissal.
3. All other early dismissals must be verified with a doctor's excuse or will be counted as unexcused.
4. All doctor's excuses must include the doctor's name and phone number for verification.
5. The same guidelines set by the State in regards to attendance will be followed to determine excused and unexcused early dismissals.

### **Unexcused Early Dismissal**

1. After five (5) unexcused early dismissals a warning letter will be sent home.
2. After ten (10) unexcused early dismissals a second warning letter will be sent home and a meeting with our Prevention Specialist will be scheduled.
3. After fifteen (15) unexcused early dismissals a warning letter will be sent home, and may result in a referral to Child and Youth Services.

### **EXCUSE POLICY**

Please follow these guidelines when writing absence/tardy excuses for your child. **Include full student name, dates of absences/tardies and the reason for the absence/tardy.** When writing the reason, please be as specific as possible. Your cooperation will be greatly appreciated and extremely helpful when determining whether the absence/tardy is excused or unexcused according to State Guidelines.

### **EDUCATIONAL TRIP REQUEST**

Please complete the *Student Application for Educational Tour or Trip* and return it to the school office at least two weeks prior to the proposed absence. A separate form must be filled out for each school student. Absences for trips which have not been pre-approved or do not include acceptable educational activities will be marked "unexcused" and addressed appropriately within the attendance policy. The Pennsylvania School Code requires that we classify absences as "unexcused" unless the educational trip is approved by administration in advance. Please note that only one educational trip of a maximum of 5 school days will be approved per year. If a student is deemed habitually truant according to Board Policy 204, the request for the educational trip may be denied and would be considered as "unexcused".

Please visit the district website at [www.freedomarea.org](http://www.freedomarea.org) to print the necessary form.

# **PROCEDURES**

## **HOMEWORK FOR ABSENT PUPIL**

Homework is an integral part of the total educational program in that it serves to give practice and reinforcement to the skills, concepts, and ideas discussed in the classroom. If a student is absent for several days, every effort should be made to secure the homework for the period of his/her absence. The parent should follow the following procedure:

1. If you call the school to request homework, please call by 10:00 a.m. so the teacher has time to get the assignments ready to go home.
2. Make arrangements with a brother or sister, a friend, or neighbor to bring the homework to the absent child. If this is not possible, the parent should arrange to pick up the work at school.
3. The student must make up homework within three days, according to teacher discretion.
4. Homework, tests, and quizzes will not be made up for unexcused absences.

## **VISITORS**

All visitors must check in at the office. **Visitors must present their driver's license** to be scanned by the Raptor System and issued a visitor pass. Visitors will not be permitted to visit any student or teacher who is in a classroom. Arrangements must be made to visit during free periods. Visitors not in the building for school business will be asked to leave. Failure to leave will result in a trespassing fine.

## **DISMISSAL PROCEDURES FOR CAR RIDERS**

All cars shall enter the school campus by use of Harvey Run Road to Harvey Avenue onto Thorne Street. Cars will line up in the parking lot with the basketball goals. Do not enter campus before 3:00 PM. Each car will be directed to the Pick-Up Area of the Elementary School, where the guardian will be reunited with the student(s). Guardians will stay in cars, with the student hang tag displayed. This hang tag will be provided by the school and must be requested prior to picking up your child for the first time. You **MUST** have this card to pick up the child. Any cars arriving after 3:40 PM will wait until buses exit campus.

## **REQUESTS FOR INFORMATION TO HOMES**

From time to time your child will bring an announcement or information home that requires a return reply. We ask that you complete your part and return it to the school as promptly as possible. We also use the district-wide phone message system for announcements, as well as email.

## **TRANSFER AND ENROLLMENT**

Parents of children moving from the district must complete a withdrawal form several days before moving. (Pupils entering from another school system must present proof of residency, birth certificate, and immunizations.)

## **FIELD TRIPS**

Parents will be required to sign a permission form for each child participating in a school-sponsored educational field trip. Each grade plans one such trip every year. PTA membership, clearances, and compliance with PTA bylaws are required to chaperone.

## **LOST AND FOUND**

Items found in the building will be placed in a lost and found box in or near the office.

## **PLAY AREA**

There are two playground areas adjacent to the elementary school building. These play areas are supervised by teachers and administration ONLY during school hours.

## **RESTROOMS**

Students are not to loiter in the restrooms. Restrooms are available on all floors. Students are to use the restroom, and follow the standards set in place through the PAWS Program.

## **SCHOOL INSURANCE**

A school insurance program protecting the child while at school and en route to and from school will be available shortly after the opening of school. Literature explaining the program will be available online at [www.freedomareaschools.org](http://www.freedomareaschools.org). This policy becomes a contract between the insurance company and the parent with the school holding no responsibility.

## **SCHOOL SALES**

School sales to raise money for school-sponsored activities are conducted during the school year. Student participation is strictly voluntary.

## **PLEDGE OF ALLEGIANCE/FLAG SALUTE**

It is the responsibility of every citizen to show proper respect for his/her country and its flag. However, students may decline to recite the Pledge of Allegiance and may refrain from saluting the flag by personal belief or religious convictions. Students who choose to refrain from such participation must respect the rights and interests of classmates who do wish to participate.

## **VIRTUAL LEARNING**

The Freedom Area School District continues to monitor the health and safety of our schools and make instructional decisions according to the current needs of our students and staff. In the event that synchronous or asynchronous instruction is needed to be offered in a virtual setting, additional information regarding student access and expectations will be communicated to families. This would include weather emergencies that might necessitate the use of flexible instruction days.

## LUNCHROOM AND CAFETERIA

### **CAFETERIA**

Children need healthy meals to learn. **Freedom Area Schools** offer healthy meals every school day. For the **2026- 2027** school year, breakfast will be **free for all students**; and lunch will cost **\$2.65 per day at the Elementary School**. However, your children may qualify for free meals. Parents are encouraged to make deposits for meals on a weekly basis by sending either cash or a check in a marked envelope with the child's name. If a parent wishes, you may set up a lunch prepay account at [www.schoolcafe.com](http://www.schoolcafe.com) for a minimal fee.

The Food Service Department will not give any students change from checks sent in for meal purchases. Checks are welcomed and should be made out to the **Freedom Cafeteria Fund**. **CHECKS RETURNED FOR INSUFFICIENT FUNDS will have an additional charge added as a service fee.**

All meals must be paid for at the time of service. Milk is served with all meals and may be purchased separately for \$0.70. All Elementary students must take milk with all meals. This rule is a must due to Federal guidelines governing our school lunch program. Any student having milk or any other food allergy must have a doctor's excuse to have water/juice substituted for milk with meals.

To apply for free or reduced-price meals: Complete the Free or Reduced Meal application, it can be found online at [www.paschoolsmeals.com](http://www.paschoolsmeals.com) or fill out the form that will be sent home to all households. **Use one application for all students in your household.** If your household financial conditions change during the school year, you may apply for this program at any time during the year. We cannot approve an application that is not complete, so be sure to fill out all required information. Return the completed application to Food Services Manager, 1702 School Street, Freedom, PA 15042.

### **FOOD POLICY**

Students are not permitted to remove food from the cafeteria for consumption on any portion of the school campus. Food at ALL pre-planned parties is monitored by administration and is consistent with state recommended guidelines for nutritional health.

### **STUDENT MEAL ACCOUNT BALANCES**

These procedures are implemented in coordination with revised guidelines of Policy 808 – Food Service (available on the district website [www.freedomarea.org](http://www.freedomarea.org))

# DIETARY NEEDS FOR CHILDREN WITH DISABILITIES

USDA regulations require substitutions or modifications in school meals for children whose disabilities restrict their diets. A child with a disability must be provided substitutions in foods when that need is supported by a statement signed by a licensed physician. The physician's statement must identify the following:

- The child's disability and an explanation of why the disability restricts the child's diet.
- The major life activity affected by the disability.
- The food or foods to be omitted from the child's diet, and the food or choice of foods that must be substituted.

## IN CASES OF FOOD ALLERGY:

Generally, children with food allergies or intolerances do not have a disability as defined under 7 CFR 1b.3 of USDA's nondiscrimination regulations and school food authorities may, but are not required to, make substitutions for them.

However, when in the physician's assessment, food allergies may result in severe, life-threatening (anaphylactic) reactions, the child's condition would meet the definition of "disability," and the substitutions prescribed by the physician must be made.

## OTHER SPECIAL DIETARY NEEDS:

Schools may make food substitutions, at their discretion, for individual children who do not have a disability, but who are medically certified as having a special medical or dietary needs.

Such determinations are only made on a case-by-case basis and must be supported by a statement which specifies the needed food substitution and is signed by a licensed medical authority (e.g., physician, physician assistant, nurse practitioner) or other health professional specified by the state agency.

This provision covers those children who have food intolerances or allergies but do not have life-threatening reactions (anaphylactic reactions) when exposed to the food (s) to which they are allergic.

## MEDICAL STATEMENT FOR CHILDREN WITH SPECIAL DIETARY NEEDS:

The medical statement must include:

- An identification of the medical or other special dietary need which restricts the child's diet
- The food or foods to be omitted from the child's diet, and the food or choice of foods to be substituted

# **CODE OF CONDUCT**

## **PURPOSE OF THE DISCIPLINARY CODE**

Our code addresses the district's goal of providing a safe and secure learning environment for students and encourages, supports and maintains an educational environment conducive to learning. Everyone involved in the educational setting at Freedom Elementary School has the right to expect a safe, orderly and pleasant environment.

The guidelines outlined in the following code are intended to protect the rights of all students and staff. Regulatory guidelines and policies have been set to ensure that all offenders will be treated fairly and reasonably when actions or speech become disruptive to the educational process in the building.

The code of conduct provides guidance in the process of producing a safe environment and encouraging responsible behavior with mutual respect and cooperation among all within the Freedom/Conway/New Sewickley community. Mutual respect, responsibility, and self-discipline are the common threads of success that will be emphasized throughout our school and community.

We desire that each student has the opportunity to expand his/her knowledge, enrich his/her life experience, exercise his/her self-control and take responsibility for his/her actions. We will work together to learn, to grow, and to enjoy our elementary school days and prepare for the future as independent, responsible adults.

What follows is a section of Pennsylvania school code that establishes the foundation for codes of conduct throughout the state. In practice, it provides direction for developing and maintaining guidelines for individual behavior.

## **IN LOCO PARENTIS**

Section 1317 of the Pennsylvania school code states: "Every teacher in the public school shall have the right to exercise the same authority as to conduct and behavior over the students attending his/her school, during the time they are in attendance, including the time required in going to and from their homes, as the parents, guardians or persons in parental relation to such pupils may exercise over them."

## **PROGRESSIVE DISCIPLINARY ACTION PLAN**

Teaching responsibility and self-discipline has become a growing challenge for our schools today. We believe that students become more responsible decision-makers when they are held accountable for their decisions. As educators, we realize that these traits are not learned overnight. Some learn quickly, and others take a little longer to learn how to think before they act.

For this reason, we follow a progressive disciplinary system that gradually incorporates disciplinary steps as the student grows (i.e., student conferences, personal detentions, hour detentions, SAP referrals, parent conferences, etc.). In addition to this progressive system are disciplinary actions that are more severe, such as suspensions, hearings, expulsions, etc. These are in place for infractions that call for stronger actions, all of which are described in this handbook. The following action plan is in place for disruptions occurring at the Freedom Area Elementary School and is handled in a manner that preserves a quality educational environment.

## **DETENTION**

Students may be assigned detention by teachers or from the office. Detention is assigned for conduct or other disciplinary problems. Students may be assigned after-school detention. Parents will be notified 24 hours in advance to make arrangements for transportation if needed.

## **ADMINISTRATION, FACULTY & STAFF RESPONSIBILITIES**

1. To provide a safe, secure learning environment for all students.
2. To treat all students fairly and with respect.
3. To provide guidance and support for students in their pursuit of academic excellence.

## **STUDENT RESPONSIBILITIES**

1. Students should attend school regularly.
2. Students should give a conscientious effort in classroom work.
3. Students should adhere to all school rules and regulations.
4. Students should share in the responsibility to develop a school climate that is conducive to learning.
5. Students should respect the rights of all others involved in the educational process.
6. Students should respectfully express their ideas and opinions.
7. Students should cooperate in the investigation of any matter relating to the health, safety, and welfare of the school community.
8. Students should comply with Commonwealth and local laws.
9. Students should exercise care when using school facilities and/or equipment.
10. Students should be on time for school and school activities.
11. Students should make up work when absent from school.
12. Promote intercultural and intergroup relations and understanding.
13. Apply their abilities and interests to the improvement of their education.
14. Develop and apply their learning skills.
15. Attend school to obtain a meaningful and quality education.
16. Contribute toward the overall improvement of the school curriculum through active involvement in both classroom and co-curricular activities.
17. Develop a sense of pride and respect for the school and the ideas for which it stands.
18. Assure that they have a voice in the Student Government through their duly elected representatives.
19. Provide support for the members of athletics and groups representing the school as part of the "spirit" necessary for team success.

## **ASSEMBLY BEHAVIOR**

Students are expected to act respectfully and cooperatively during school assemblies or pep rallies. Whistling, booing, foot-stomping and yelling are not acceptable behaviors. Our behavior must be such that any guests would be proud to have witnessed. Students should sit in designated areas when attending assemblies in the gymnasium.

## **SEARCHES**

A student, his/her locker or personal possessions may be searched when a school administrator has probable cause or reasonable suspicion. Parents/guardians will be notified if/when this occurs.

## **DRESS CODE**

We encourage children to develop lasting habits of proper dress and good grooming. We ask that boys and girls have their hair clean and well groomed. Any attire disrupting the education process or poses a health/safety issue will not be permitted. This code applies to both male and female students. **IT IS THE PARENT'S RESPONSIBILITY TO SEE THAT THEIR CHILDREN COME TO SCHOOL APPROPRIATELY DRESSED. If clothing is deemed to be inappropriate, you may be called to the school to replace your child's clothing for the school day.**

*Please Review the following:*

1. Hats, large bandanas, and non-prescription sunglasses are prohibited in school: except on approved hat days.
2. Hoods aren't to be worn in school on any occasion.
3. No clothing which interferes with the normal function of a class is to be worn.
4. No items that could, in the opinion of the teachers or administration, be used in any way as a weapon or a health & safety issue. Items include but are not limited to: chains, spikes, etc.
5. Clothing with obscene or suggestive pictures or language may not be worn.
6. Clothing that advertises drugs, alcohol, tobacco or satanic suggestions is not permitted.
7. Skirts and shorts must reach the tips of the middle finger when hands are fully extended at the sides. Any questionable lengths will be addressed by staff and may require a change of clothes.
8. Bare midriffs, halters, and similar outfits may not be worn.
9. Clothing that may cause disharmony in the building will be prohibited.
10. Shoes must be worn at all times. Sandals MUST have a strap on the back for safety (no flip flops).

**NOTE: The faculty and administration have the right to question a student's dress. The administration will take any necessary action if any item is not specifically covered in Items 1 – 10.**

## **DUE PROCESS**

No disciplinary action will be taken until the student is first notified of the reason(s) for the action taken by the administration.

No detention will be served until notification is made to the parents by either phone, email, or mail.

ISS and OSS will not be served until parents have been notified. ISS may be initiated if the parental contact has been unsuccessful.

Any suspension of 4-10 days must be accompanied by an informal hearing in the Principal's office within five days. The following requirements will be observed:

- A. Notification of the reasons for the suspension shall be given in writing to the parents or guardian and the student.
- B. Sufficient notice of the time and place of the informal hearing shall be given.
- C. A student has the right to question any witnesses present at the hearing.
- D. A student has the right to speak and produce witnesses on his behalf.

Any hearing for expulsion from school in front of the Board of Education will follow these requirements:

- A. Notification of the charges shall be sent to the student's parents or guardian by certified mail.
- B. Sufficient notice of time and place of the hearing must be given.
- C. The hearing must be held in private unless the student or parent requests a public hearing.
- D. The student has the right to be represented by counsel.
- E. The student has the right to be presented with the names of witnesses against the student, and copies of the statements and affidavits of those witnesses.
- F. The student has the right to request that any such witnesses appear in person and answer questions or be cross-examined.
- G. The student has the right to testify and present witnesses on his behalf.
- H. A record must be kept of the hearing, either by a stenographer or by tape recorder. The student is entitled, at the student's expense, to a copy of the transcript.
- I. The proceeding must be held with all reasonable speed.
- J. Where the student disagrees with the results of the hearing, recourse is available in the appropriate state or federal court

## **LEVELS OF BEHAVIOR**

### **Level 1**

Classroom Disruption  
Homework Incomplete (3+)  
Unprepared for Class  
Inappropriate Speech

Inappropriate Behavior  
Uncooperative Behavior  
Hall Pass Abuse  
Behavior for Sub

\*Disciplinary action for Level 1 can be one or more of the following:

Change Seating/Isolate  
Verbal Reprimand  
Hall Pass Restriction  
Academic Detention w/teacher  
Hour Detention

Administrative Conference/Warning  
Parental Contact (Mail or phone)  
Administrative Discretion

### **Level 2**

5+ Class Tardies  
10+ Unexcused School Tardies  
Class/Study Hall Cut  
Outside Building Without Permission  
Behavior on a field trip  
Unauthorized Use of Electronic  
Devices (including wearable  
technology)  
Dress Code Violation (2+)  
Left Area Without Permission  
Public Display of Affection  
Insubordination/Disrespect – Minor  
Inappropriate Use of Technology

Did Not Serve Personal Detention  
Did Not Serve Hour Detention  
Cafeteria Misconduct  
School Assembly/Activity Misconduct  
Behavior for Substitute Teacher-Habitual  
Bus Behavior (2<sup>nd</sup> offense)  
Forged Pass  
Cheating/Plagiarism  
Inappropriate Language  
Open Defiance – Minor  
Habitual Level 1 Referral  
Other

\*Disciplinary action for Level 2 can be one or more of the following:

Administrative Conference/Warning  
Parental Contact (Mail/Phone) Hour  
Detention  
Suspension  
Parental Conference  
Saturday Detention

Suspension from Bus  
Administrative Discretion

Hall Pass Restriction  
In-School Suspension  
Contact Probation Officer

### Level 3

Open Defiance - Major  
Insubordination/Disrespect - Major  
ISS/Detention Behavior  
Destroy/deface school property  
Intimidation/Threats/Bullying  
Threatened Teacher/Staff  
Causing a Disruption  
Altercation/Confrontation  
Fighting/Assault  
Harassment  
Poor sportsmanship at an  
extracurricular event (athlete or  
spectator)  
Stealing

Possession of Lighter/Matches  
Act of Gambling  
Possession of Tobacco/Vape Smoking Policy  
Violation  
Second Circumstantial Smoking Hindering an  
Investigation Disorderly Conduct  
Safety Violation  
Bus Behavior (Major)  
Left School Without Permission Habitual Level 2  
Referral  
Other

\*Disciplinary action for Level 3 can be one or more of the following:

|                                           |                                 |
|-------------------------------------------|---------------------------------|
| Parental Contact or Conference Probatio   | Restitution                     |
| Officer Contacted                         | Probation/Hall Pass Restriction |
| Police Contact                            | Loss of technology privileges   |
| Loss of extra-curricular privilege Susper | Daily Monitor Slip              |
| In-School Suspension                      | Removal from Field Trips        |
| Informal Hearing                          | Administrative Discretion       |
| Behavior Contract/Agreement               |                                 |

### Level 4

Weapons Policy Violation  
Drug/Alcohol Policy  
Violation Assault  
Teacher/Staff  
Sexual Harassment  
Set Off Fire Alarm  
Set Fire on School Property  
Indecent Exposure  
Endangers Self and/or Others

Destroy/Deface Staff/Personal Property  
Bomb Scare Involvement  
Habitual Referral/Incorrigibility  
Destroy/Deface School Property-Extreme  
Citing a Riot or Disturbance  
Malicious Use of Technology

\*Disciplinary action for Level 4 can be one or more of the following:

|                                    |                           |
|------------------------------------|---------------------------|
| Strict Probation                   | Contact Probation Office  |
| Informal Hearing                   | Restitution               |
| Suspension (5 – 10 days)           | Recommendation to Outside |
| School Board Hearing for Expulsion | Agency For Counseling     |
| Contact Police                     | Administrative Discretion |
| Loss of technology privileges      |                           |

# **BUS POLICIES**

## **BUS TRANSPORTATION**

School buses will stop for students living beyond walking distance from school only at designated stops. The children should be at the appointed station on time and are expected to aid the driver by **being quiet and courteous**. Kindergarten children will be seated in the front seats of the bus.

Parents can aid the school by seeing that the children behave while waiting for the bus to arrive.

**STUDENTS MAY BE SUSPENDED FROM RIDING THE BUS IF THEIR ACTIONS JEOPARDIZE THE SAFETY OF OTHER STUDENTS. SIGNS ARE POSTED ON ALL BUSES NOTIFYING STUDENTS THAT VIDEO AND AUDIO ARE INSTALLED AND IN USE.**

## **BUS VIDEO / AUDIO**

The Freedom Area School Board has authorized the use of video/audio cameras on school buses.

These cameras can record both what is said and done on the school bus. The video/audio cameras will be used to monitor student behavior to maintain order on the school buses to promote and maintain a safe environment. Students and parents are hereby notified that the content of the tapes may be used in a student disciplinary proceeding. The contents of the tapes are confidential student records and will be safeguarded. Tapes will be retained, only if necessary, for the use in a student disciplinary proceeding or other matters as determined necessary by the administration.

Pennsylvania School Districts are no longer required to complete a physical mailing regarding the use of audio on school buses.

**BUS TRANSFER REQUESTS/KINDERGARTEN BUS STOP POLICIES** District Policies and Procedures about Kindergarten Bus Stops is on the next page. The district will only approve bus transfers that meet the guidelines that are listed on the top of the transfer request form. Phone calls to request transfers for the same day will not be honored because of the possibility that a student may be placed on a different bus without the proper notification, thus causing the risk of “misplacing” a student.

**A second area that the district needs continued parent cooperation is that of dropping off kindergarten students at their regular bus stop. It has been the district’s practice to let kindergarten students depart the bus at their regular bus stop only with a parent or guardian present. If a responsible adult is not present at the bus stop for an individual kindergarten student, that student will be taken back to the school, and a parent/guardian will be called using the emergency phone numbers listed in the student’s file. Parents/guardians will be expected to pick up their child at school within 30 to 60 minutes of being notified before the local Police or Children and Youth Services will be called. Persistent lack of a parent/guardian present at their assigned kindergarten stop for individual kindergarten students returning home may result in a suspension of bus riding privileges.**

The above procedures are being restated with the intent of requesting the assistance of all District parents to help the district maintain a safe student transportation system for all of our children. Contact your child’s building principal if you have any questions or need assistance with the above bus procedures and policies.

## **BUS CONDUCT**

Riding a bus is a privilege, not a right. Exercise caution, good manners, and consideration for other people. Obey the driver; their first concern is for your safety. Below are some regulations students are asked to abide by at all times

### **AT ALL TIMES:**

- Exercise caution, good manners, and consideration for other people.
- Obey the driver; their first concern is for your safety.
- **Passengers must remain seated throughout the entire ride.**

### **WAITING FOR THE BUS:**

- Get to your stop five minutes ahead of time.
- Stay a safe distance from the road.
- When the bus approaches, get in line.
- Stay clear of the bus until it has come to a complete stop.
- Let smaller children board first.
- Your driver has a schedule to keep. If you are not at the bus stop, they can't wait for you.

### **BOARDING THE BUS:**

- Always use the handrail.
- Go up the steps one at a time.
- Go directly to your seat. The bus will move when all passengers are seated.

### **CONDUCT ON THE BUS:**

- Place book bags or other items on your lap. Keep the aisle clear.
- Avoid loud talking and confusion that might distract your driver.
- Ask the driver for permission before opening windows.
- Keep arms and head inside the bus.
- Throwing objects inside or out of the bus could cause an accident.
- The emergency door and exit controls may be used only during supervised drills or actual emergencies.
- The bus is not a playground. Save wrestling and horseplay for another time. ➤
- Remain seated until the bus comes to a complete stop at its designation or your bus stop.
- Help your drivers to keep the bus clean and in good shape. Keep food in backpack.
- Do not write on the seat backs, throw things on the floor or cut seats.
- Keep cell phones INSIDE backpacks at all times.

### **GETTING OFF THE BUS:**

- Use the handrail and take one step at a time.
- Pushing or crowding could cause an accident.
- After you leave the bus, go directly to your school or home.

***NOTE: The driver on any school bus shall be held responsible for the orderly conduct and safety of the pupils transported. Continued disorderly conduct or refusal to respect the authority of the school bus driver shall be sufficient reason for the pupil to be denied transportation in accordance with regulations of the school district***

#### **DETENTION FOR VIOLATIONS**

The principal retains the right to assign in-school or after-school detention for violations of bus regulations.

#### **BUS PASS**

**No student can ride an alternate bus without written communication from home. The office issues bus passes.** A bus pass is also needed for a different bus stop on the same bus. Requests for a bus pass must be received by 2:00 P.M. to ensure time to get the bus pass to the student. Please put the date, bus number, student's name that you wish your child to ride with to/from school. No student can ride an alternate bus without **written** communication from home. The office issues all passes based on written communication. A bus pass is also needed for students exiting the bus at a different stop on the same bus. **No changes will be made without written permission.**

## BUS TRANSPORTATION TRANSFER REQUEST FORM

1. All requests must be completed and given to Building Principal for review prior to their approval. **THREE SCHOOL DAYS NOTICE IS NEEDED BEFORE A REQUEST MAY BE GRANTED.**
2. Transfer requests will be considered for approval only if transfers requested are to currently operating buses/vans to existing stops on their regular routes and do not overload the transferring van or bus.
3. Final approval of request must be made by Business Manager/Transportation Manager prior to student being placed on a transfer bus to insure that all parties involved (parent/guardian, teacher, building principal, bus company and bus driver) are informed and the student's safe transportation is assured.
4. Transfer students must present a bus pass to the bus driver, given to them by the Principal's Office, to ride their transfer bus for trips from school to a non-home stop. The transfer stop should be written on the bus pass.  
***The change shall be reasonable and long-term, except under emergency conditions.***

**REASON FOR REQUEST:**      **Child Care** \_\_\_\_      **Parental Custody** \_\_\_\_  
                                         **Other** \_\_\_\_\_

**Elementary School** \_\_\_\_      **Middle School** \_\_\_\_      **High School** \_\_\_\_      **GRADE** \_\_\_\_

**Student Name:** \_\_\_\_\_

**Parent/Guardian Name:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_

**Date Parent/Guardian requests transfer to START** \_\_\_\_/\_\_\_\_/\_\_\_\_ **END** \_\_\_\_/\_\_\_\_/\_\_\_\_

**Frequency of Transfer:** (Please circle all that apply)  
(Days of Week)

M    T    W    TH    F

(Time of Day)

AM    PM    BOTH

**Current Bus # of student:** \_\_\_\_      **Current Bus Stop:** \_\_\_\_\_

**Requested Bus #:** \_\_\_\_      **Requested Bus Stop:** \_\_\_\_\_

**If request is for childcare provider, please supply information below:**

**Name of childcare provider:** \_\_\_\_\_ **Phone #:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_

+++++

### OFFICE USE ONLY:

**Request Approved:**    YES \_\_\_\_    NO \_\_\_\_    **Bldg. Principal** \_\_\_\_\_

**Bus Company Notified:** YES \_\_\_\_ **Person** \_\_\_\_\_ **Date** \_\_\_\_/\_\_\_\_/\_\_\_\_ **Initial** \_\_\_\_\_

**Notified:** HM Teacher \_\_\_\_    Bus Driver \_\_\_\_    Transport. Mgr. \_\_\_\_    **Date Request Will Take Effect:** \_\_\_\_/\_\_\_\_/\_\_\_\_

Updated 7/27/15

**INCOMPLETE FORMSWILL BE RETURNED**

## ***School Safety Alert: District's Bus Transfer Requests and Kindergarten Bus Stop Policies and Procedures***

### **BUS TRANSFER REQUESTS**

The Freedom Area School District continuously strives to maintain and improve its operation as a Safe School District for all students and staff. One area that the District needs continued parent cooperation is in following the District's procedures and policies for requesting bus transfers for students because of childcare and related reasons.

On the reverse side of this sheet is a copy of the District's Bus Transportation Request Form. ***Please note that all bus transfer requests are to be in writing on this form and they are to be made in advance, at least three (3) school days prior to the requested transfer start date.*** The time is necessary to insure that the transfer is consistent with Board policy and that all parties (Building Principal, Homeroom Teacher, Bus Company, Bus Driver, and Transportation Office) are informed in a timely manner.

The District will only approve bus transfers that meet the guidelines listed on the bus transfer form. Same day telephone call transfer requests ***will not be honored.***

### **KINDERGARTEN BUS STOP POLICIES AND PROCEDURES**

The District needs continued parent cooperation in Kindergarten drop-off procedures. It has been the District's practice to drop-off kindergarten students on their trip from school to home at their regular bus stop with a parent or guardian present. If a responsible adult is not present at the bus stop for an individual kindergarten student, the student will be taken back to their school and the parent(s) or guardian will be called using the emergency phone numbers listed in the student's file. Parent(s) or guardians will be expected to pick-up their child at school within 30 to 60 minutes of being notified before local police or Children and Youth Services is called. Persistent lack of parental or guardian presence at the student's assigned kindergarten stop for the student's return home trip may result in a suspension of bus riding privileges.

The above procedures are being restated with the intent of requesting the assistance of all District parents to help the District maintain a safe student transportation system for ALL of our children.

Contact your child's building principal if you have any questions or need assistance with the above bus procedures and policies.

# PAWS



Positive Attitude

Accept Responsibility

Work Together

Safe Choices

## **P.A.W.S. Program**

### **PAWS Program Description**

The PAWS Program is a new Positive School-Wide Behavior Program at Freedom Area Elementary School. The program was designed with student and teacher input and is intended to promote and reward students who exhibit positive behaviors and attitudes throughout the school day. The four main concepts of the program are centered around the acronym PAWS: **P**ositive Attitude, **A**ccept Responsibility, **W**ork Together, and **S**afe Choices.

The goal of the PAWS Program is to create a social culture in our building that will encourage positive behaviors and interactions, while decreasing negative behaviors. Research shows that a positive social school culture will lead to an increased safe environment where students achieve higher academically and build positive relations with each other and with adults. The foundation of this approach emphasizes teaching students the behaviors we expect to see, reminding them to use those behaviors consistently, acknowledging them when they do, and correcting them when they do not while using a consistent school wide approach.

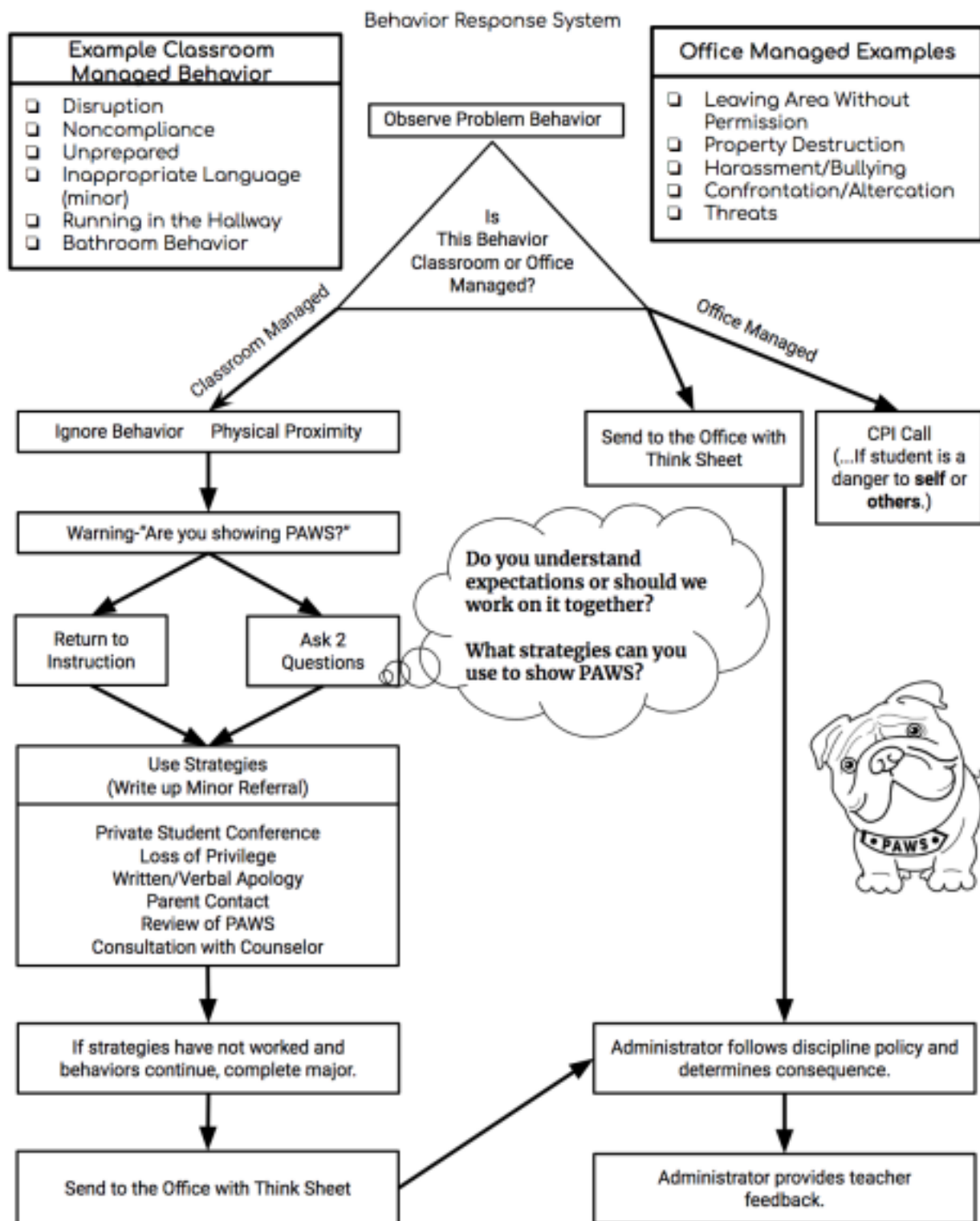
The program will begin by teaching students expectations in six key areas of the building including hallways, restrooms, arrival/dismissal, cafeteria, playground, and bus. If students do not meet the behavior expectations, they will be retaught the proper behavior. PAWS is designed to teach and reinforce the expected behaviors before major disciplinary measures are taken. The goal of the program is to encourage students to not only be on their best behavior at school and in the community but also to set an example for their peers. Students are an integral part of creating this environment for each other with the support of our faculty and staff.

### **PAWS Reward System**

Students who show appropriate behaviors will be recognized on a daily basis by earning a PAWS ticket from faculty members. All of the PAWS tickets will be entered for weekly prize drawings. Students who continuously display positive behaviors and who act as role models for peers will be awarded a Principal's 100 Power Pass card. These students will be eligible for a mystery prize as part of the Principal's 100. At the end of the semester, all students who have received Power Passes will be entered into a drawing for larger prizes which will be awarded at the end of the year. Negative behaviors will be addressed at the classroom level and at the office level, with a focus on reteaching the expected behaviors when needed. Consequences will be administered according to the tiered system listed in the Code of Conduct.



## Freedom Area Elementary



# HEALTH SERVICES

The provision of the School Health Services is carried out by the Certified School Nurse, Registered Nurse and/or Nurse Aides. The Nurse Practice Act does not allow nurses to diagnose illnesses. Any physical or emotional problems your child may have should be explained to the school nurse and classroom teacher each year. Please inform us if specific treatment is needed for asthma and/or epilepsy or allergic reactions to food and/or bee sting. Students arriving to school with crutches or a cast/brace **MUST** see the nurse and have a physician's note stating the diagnosis and requirement for use of crutches in the school. The note should state the duration of time that the student must stay out of Physical Education and when to return to activity. Proper rest and sleep, a balanced diet, and a safe, secure and loving home environment all promote good health in children.

Every effort should be made to attend school. Children who have been ill during the night should be kept home in the morning. Sending children to school ill may delay their recovery or spread the illness to other students. A child who has had a fever should be kept at home until the temperature has been normal for 24 hours without medication. The best way to prevent the spread of illness in our schools is for children to stay home when they are sick.

## **ILLNESS EXCLUSION 24 Hour Rule**

A pupil may be excluded from school when his/her condition endangers the health of classmates, or he/she has symptoms that suggest a serious infection or illness. Exclusion from school for communicable diseases or conditions includes, but is not limited to the following:

**FEVER** Any child with a temperature of 100 degrees or more is excluded from school. Children must be **FEVER-FREE** (temperature below 100 degrees) for a full 24 hours without the use of fever-reducing medicine, **BEFORE** returning to school. Children's temperatures do not remain constant throughout the day. It is important to check your child's temperature a few times throughout the day, not just in the morning or at night, to be certain they have completely recovered from their illness.

**VOMITING AND/OR DIARRHEA** Children with stomach viruses often do not have a fever. It is difficult to know whether a child's vomiting or diarrhea is caused by a virus, something they ate or some other reason; therefore, any child who vomits or has diarrhea is excluded from school. Children who vomit or have diarrhea should remain home until they have not vomited or had diarrhea for a full 24 hours. Children should be tolerating regular meals without discomfort before returning to school.

**STREP THROAT** Children diagnosed with strep throat need to be on antibiotic therapy for a full 24 hours before returning to school. They must also be fever-free for a full 24 hours before returning to school

**PINK EYE (Conjunctivitis)** Children diagnosed with bacterial conjunctivitis need to be on antibiotic therapy for a full 24 hours AND have no purulent discharge from the eye(s) before returning to school.

**INFLUENZA-LIKE ILLNESS (ILI)** Children with a fever, cough and/or sore throat are considered to have ILI. Children with ILI should stay home & not go into the community (except to seek medical care) for **AT LEAST 24 HOURS** after being fever-free without the use of fever-reducing medicine. Children should feel well enough to perform regular school activities before returning to school.

**INFECTIOUS SKIN CONDITIONS (Impetigo)** Children must be on medical treatment prescribed by their physician for a full 24 hours prior to returning to school. For open and/or draining lesions, exposed areas must remain covered while in school. A physician's note stating the condition is no longer contagious may be required by the school nurse in order for the student to return to school.

**CHICKEN POX** Children diagnosed with chicken pox may return to school after they are fever-free for a full 24 hours and all lesions are dry and crusted before returning to school.

## **WE ARE NOT PERMITTED TO SEND A SICK CHILD HOME ON THE BUS.**

Many children return to school before they have recovered from an illness. Children who are not fully recovered from an illness may still be contagious and able to infect others. Children who are not feeling well have difficulty performing well in school.

**IMPORTANT NOTE:** make sure the school has accurate phone numbers where you can be reached during the school day in the event of an illness or emergency. In the case of a seriously ill or injured child, the uncertainty and timeliness of voice mail is not helpful. Please provide phone numbers of a co-worker or supervisor who would be able to get a message to you quickly. If your workplace is located more than 45 minutes from school, please provide the number of someone who would be able to accept responsibility for your child until you are able to get home from work.

| I NEED TO STAY HOME IF...                                                                  |                                                                                     |                                                                                     |                                                                                     |                                                                                      |                                                                                       |                                                                                       |
|--------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| I HAVE A FEVER                                                                             | I AM VOMITING                                                                       | I HAVE A DIARRHEA                                                                   | I HAVE A RASH                                                                       | I HAVE A HEAD LICE                                                                   | I HAVE A EYE INFECTION                                                                | I HAVE BEEN IN THE HOSPITAL                                                           |
|         |  |  |  |  |  |  |
| Temperature of 99.5 or higher.                                                             | Within the past 24 hours.                                                           | Within the past 24 hours.                                                           | Body rash with itching or fever.                                                    | Itchy head, active head lice.                                                        | Redness, itching and/or "crusty" drainage from eye.                                   | Hospital stay and/or ER visit.                                                        |
| I AM READY TO GO BACK TO SCHOOL WHEN I AM...                                               |                                                                                     |                                                                                     |                                                                                     |                                                                                      |                                                                                       |                                                                                       |
| Fever free for 24 hours without the use of fever reducing medication i.e. Tylenol, Motrin. | Free from vomiting for at least 2 solid meals.                                      | Free from diarrhea for at least 24 hours.                                           | Free from rash, itching, or fever. I have been evaluated by my doctor if needed.    | Treated with appropriate lice treatment at home and proof is provided to nurse.      | Evaluated by my doctor and have a note to return to school.                           | Released by medical provider with note to return to school.                           |

### **Medication Policy**

Schools are accountable to provide safe, legal, and appropriate care for students. This includes the administration of medications necessary during the school day in order for the student to attend school and take full advantage of his or her educational program (Department of Health). Students will not be permitted to carry any medication during school hours. The role of the Certified School Nurse regarding medication administration is the management of medications in the school setting.

Procedure for medication administration during school hours:

1. Permission for medication administration form completed by parent/guardian
2. Physician order for prescription and/or non-prescription (over-the-counter) medications
3. All medications must be delivered to the school by the parent/guardian in original bottle/container with pharmacy label

**Important Note:** First time dose of any medication should be given at home.

### **Immunizations**

Pennsylvania law requires that all students must follow certain immunization requirements for attendance in school. A record of immunization will be kept on file at the school. Students may request this record when graduating from the district. Parents may request a copy of the record when withdrawing a child from the school. You will need proof of immunization in other districts in Pennsylvania, and you may need proof in other states.

### **Exams and Screenings:**

The PA School Health Law requires the following examinations and screenings. Dental and physical exams may be done by the family dentist/doctor. Results of exams within the previous 12 months of the first day of school will be accepted. Pennsylvania School Law requires students to be scheduled for the exams at school if a completed form is not received from the family doctor/dentist by the scheduled school screenings. Parents will be notified when an examination or screening results in other than normal findings. When students are referred for further evaluation, parents should report the findings to the nurse.

Examinations required to be completed by the student's private physician/private dentist or by the school physician/school dental hygienist in the following grades:

| Service       | Grades   |
|---------------|----------|
| Physical Exam | K, 6, 11 |
| Dental Exam   | K, 3, 7  |

Screenings required to be completed by the school nurse in the following grades:

| Service        | Grades            |
|----------------|-------------------|
| Height//Weight | K - 12            |
| Vision         | K - 12            |
| Hearing        | K, 1, 2, 3, 7, 11 |
| Scoliosis      | 6, 7              |

# PARENTS

## **PARENT-TEACHER ASSOCIATION**

Parents are encouraged to join and support the PTA. General meeting nights are scheduled four times per school year. Discussion of your child's progress or other matters of a personal nature should be handled at individual conferences rather than at a PTA meeting. All PTA sponsored events, including school parties (Fall, Winter, Spring) will include a PTA sponsored treat. No outside food will be distributed for consumption during parties.

## **PARENT VOLUNTEERS**

The Freedom Area School District considers its parent volunteers to be a special resource and appreciates their efforts. Parents are encouraged to volunteer in the library, classrooms, PTA events, and other school services, but it is necessary by law for volunteers to possess Act 34, 151, 114 clearances as well as Act 24 Arrest and Conviction Report to be part of the volunteer program. If you are interested in helping our school become a better place to learn and grow, please contact the office, and we will provide you with the clearance forms. Information on these clearances can also be found on our district website. No person may be engaged in daily activities without the clearances registered in the building office.

Upon entering the office, all volunteers must sign in, obtain a visitor's badge and receive verbal confirmation from the office staff before entering the hall/classrooms. Upon leaving, volunteers must sign out and return the badge to the office staff.

## **TREATS**

Treats are allowed to be sent in for birthdays and class parties. Due to the variety of allergies and food sensitivities of our students, we ask that treats be store bought with the store label sent in. Treats sent in from individual homes should be individually wrapped. It is recommended that you notify the classroom teacher in advance of sending in a treat.

## **PEACHJAR**

In an effort to provide a more streamlined process of communication and easy access to district, school and community resources, events and information the FASD has implemented an online platform to post announcements, advertisements and opportunities. Peachjar enables schools and community organizations to easily reach parents electronically year-round and allows easy access to important information and resources from their school and community. All families who currently have an email address in our district database have access to Peachjar. Parents will receive an email when information has been posted on the platform. The flyer or information can also be found by clicking on the Peachjar tab on the Freedom Area School District website ([www.freedomareaschools.org](http://www.freedomareaschools.org)).

## **HOW PARENTS CAN SUPPORT THE SCHOOL**

1. Marking your child's outer clothing will help the teacher to identify the article in case of loss.
2. Return emergency cards, field trip consent slips, etc. promptly.
3. See that the child is dressed simply, neatly, modestly, and suitably, by the weather.
4. Check with the school regarding lost articles. Many articles are left unclaimed.
5. See that the child does not bring dangerous or distracting toys or articles to school.
6. Help to instill in your child habits of obedience and respect for authority.
7. All pupils are to go directly home at the dismissal bell and not remain in the school or around the school grounds.

## **TRANSITION TO FREEDOM**

All registrants must present a certificate of birth when registering. Be sure your child's birth certificate is returned after the school has made a copy.

**Kindergarten:** Children reaching the age of five years before the first day of September may enter. Children will not be accepted after the second week of school unless they have been members of another kindergarten.

**First grade:** Children reaching the age of six years before the first day of September may enter.

## **HOMELESS ACT: McKINNEY-VENTO ACT**

### **About Homeless Act-McKinney Vento Act:**

The McKinney–Vento Homeless Education Assistance Act guarantees a free and appropriate public education for all homeless children and youth. B.E.C. 42 U.S.C. 11431 outlines procedures for deciding school placement, enrolling students, and determining responsibility. Federal and state laws make our responsibility clear. Freedom Area School District is committed to providing proper educational support and services.

What is the definition of a “homeless youth” under McKinney-Vento?

“Homeless” is defined as “anyone lacking a fixed, adequate, regular nighttime residence.”

What situations fit this definition?

- Staying in the home of other people due to unavailable housing, financial hardship, or similar circumstances
- Living in motels, hotels, trailer parks (in some instances – examples: leaking roof, no heat, etc.), public places, or campgrounds due to unavailable suitable housing options
- Living in an emergency shelter or transitional housing
- Unaccompanied (not living in direct care of legal parent or guardian) or runaway youth
- Refugee and migrant youth

### **How does McKinney-Vento help these students?**

The law makes sure that these students receive a free and suitable public education by removing barriers to school enrollment and full, basic, daily participation in school activities. This includes:

- Immediate enrollment
- Free and Reduced School Lunch
- Help from school with any necessary enrollment documents
- Help from school setting up transportation service (if the student qualifies)
- Help from school with basic school supplies
- Help from school with any basic clothing needs
- Help from school with basic high school graduation needs and expenses

Where can I find more information for Pennsylvania?

You can visit the PA Education for Children and Youth Experiencing Homelessness at the following website: [www.education.pa.gov](http://www.education.pa.gov).

Contact Information:

Marcy Bebout

Director of Student Services/Homeless Liaison

724-775-7641 Ext. 125

# **SAFETY INFORMATION**

## **SAFE SCHOOLS POLICY**

In compliance with our Safe Schools Policy, and to protect our students and staff, the following procedures are to be observed:

1. Visitors are to enter the building through the main doors closest to the main office. 2.

**VISITORS ARE TO REPORT DIRECTLY TO THE OFFICE FOR SIGN-IN.** 3. All visitors and volunteers must present their driver's license to be scanned by the Raptor System to be issued a visitor badge.

4. Visitor badges must be worn at all times while in the school building and returned to the office when leaving.

5. All students must be signed out by a properly identified adult for early dismissal. Students will only be released from the office.

Unauthorized persons found on school property during school hours will be reported to the Superintendent's office and the local police.

## **CUSTODY**

It is necessary that school records be accurate and current regarding custody and visitation privileges. In cases where there is a possibility of parental conflict, the building principal should be informed as to the situation and a court order placed on file in the school office.

## **EMERGENCY CLOSING OF SCHOOL**

When weather conditions are such that the safety of the students may be in jeopardy, the Superintendent may close all public schools. Parents are urged to have a prearranged place for their children to report, should it become necessary to close school for an emergency.

The emergency closing of school announcements will be made on local radio and television stations. Announcements will also be made by the district-wide phone messaging system and will be posted on the district website.

On rare occasions, students may need to be sent home early due to an emergency. Please have a plan for your child in the event of an emergency early dismissal.

## **SCHOOL CANCELLATIONS**

### **SCHOOL MESSENGER NOTIFICATION**

|      |                              |      |               |
|------|------------------------------|------|---------------|
| WTAE | Channel 4 TV                 | WPXI | Channel 11 TV |
| KDKA | 1020 AM Radio & Channel 2 TV | WBVP | 1230 AM Radio |

**Note: If school is cancelled, so are any scheduled home activities.**

## **DISTRICT SECURITY**

The Freedom School District recognizes the fact that each student is entitled to an education in a safe, secure environment. To ensure the safety and security of both students and staff, the District has taken precautions to secure all of its buildings. These precautions include, but are not limited to, electronically locking and monitoring entrances and specific rules governing access to the buildings. Also, the District is implementing a uniform system of identification and monitoring of individuals entering the facilities.

Visitors and tardy students are to enter only through the front entrance of the building. All visitors and tardy students must sign in immediately at the office. Visitors must wear a Visitor Pass while in the building. After sign-in and badge acceptance, visitors must receive verbal confirmation of purpose and location to enter the hall/classroom.

To ensure the safety of the children, visitors will not be permitted to wander through the building. Messages for students or teachers may be given to the office staff so that instruction is not interrupted. No one will be permitted to go to a classroom unless prior arrangements have been made with the teacher/principal.

**The office staff must receive all telephone messages from parents before 2:00 P.M. to ensure there is ample time to distribute the message before dismissal.**

## **SCHOOL SAFETY PLAN**

The Administration is committed to providing an atmosphere that is perceived as safe and secure by our student body and faculty. As a district, we have developed a plan of action to follow in cases of emergency in all buildings. Evacuation and non-evacuation plans are included in the district's emergency plan and are practiced on a regular basis with staff and students. Any concerns regarding personal safety should be directed to the Administration immediately.

## **STUDENT EMERGENCY CARDS**

Every parent, without exception, must fill out and return the emergency card with phone numbers to contact parents in case of an emergency. The school nurse will collect these cards during the first week of school. It is the parent's responsibility to update the information when changes occur. Please notify us immediately if your phone number or email changes.

## **EMERGENCY DRILLS**

Evacuation Drills (Fire, Bomb, etc.) – Upon hearing the alarm, students should quietly and quickly exit the classrooms and building through the appropriate avenues.

Non-Evacuation Drills (Severe Weather, Dangerous Intruder, etc.) – Students will remain in the building in a safe area.

In both situations, the plans are on file, and periodic drills to deal with emergencies will be practiced with students and staff.

# DISTRICT POLICIES

Please read the following district policies carefully. If you have any questions about these policies or others included in this handbook, feel free to contact your child's Principal. These are also accessible on the district webpage.

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## FREEDOM AREA SCHOOL DISTRICT Bullying Policy

The Board strives to provide a safe, positive learning climate for students in the schools. The Freedom Area School District recognizes that bullying of students has a negative effect on the educational environment of its schools. Students who are bullied, intimidated or fearful of other students may not be able to take full advantage of the educational opportunities offered by the school district. Bullying can also escalate into more serious violence. Therefore, the school district strives to offer all students an educational environment free from bullying.

Bullying shall mean unwelcome verbal, written or physical conduct directed at a student by another student that has the intent and effect of, but is not limited to:

1. Bullying is characterized when a student is exposed, repeatedly and over time, to negative actions on the part of one or more students. Bullying implies an imbalance of power or strength. The student who is bullied has difficulty defending himself/herself.
2. Bullying behaviors (direct or indirect) include three (3) forms: physical, verbal/written, and emotional. Some examples of bullying are as follows, but are not limited to:
  - A. Physical – hitting, kicking, spitting, pushing, stealing and/or damaging personal belongings, sexual acts, and invasion of one's personal space in an aggressive manner.
  - B. Verbal/Written – taunting, malicious teasing, name-calling, making threats, phone and Internet, and sexual remarks.
  - C. Emotional – spreading rumors, manipulating social relationships or environment, engaging in social exclusion, extortion, ridiculing, and intimidating.
3. The term bullying shall not be interpreted to infringe upon a student's right to engage in legally protected speech or conduct.

The school district will not tolerate any acts of bullying occurring on school district property, as school-sponsored activities scheduled on or off school grounds, or during the time students necessarily spend traveling to and from school or school-sponsored activities.

The Superintendent or designee shall develop administrative procedures to increase the awareness of the problems of bullying, and train teachers to effectively intervene if bullying is witnessed in their presence or brought to their attention.

### Intervention

Teachers and other staff (including, but not limited to, secretaries, custodians, bus drivers, hall monitors, etc.) who observe acts of bullying shall take reasonable steps to intervene to stop such conduct, unless intervention would threaten a teacher's safety. The nature of the intervention will vary depending upon the age of the student (both the victim and aggressor), the severity of the bullying and the student's involvement in prior acts of bullying. The purpose of the intervention is to take prompt remedial steps to ensure observed acts of bullying cease and to teach students that bullying is not acceptable behavior.

### Student, Parent and Employee Reporting

The school district encourages all students and parents who become aware of any act of bullying to report that conduct immediately. Students may report acts of bullying to their teachers, building principal or other school employees supervising school-sponsored activities. Parents may contact the building principal to report acts of bullying.

If teachers and/or other staff cannot reasonably remediate acts of bullying through their intervention, they should report the bullying to the building principal. Other school employees who observe acts of bullying shall report that conduct to the building principal.

### Investigation Procedures

Each building principal or designee is authorized to complete an impartial, thorough and confidential investigation of the bullying brought to their attention by students, parents or school employees. Any investigation of a report may include meetings with students, parents or employees; a review of student records and other reasonable efforts to better understand the facts surrounding a reported incident.

### Consequences/Discipline

Consequences for students who are found to have bullied others may include counseling, a parent conference, detention, suspension, expulsion, a loss of school privileges and/or exclusion from school-sponsored activities. All incidents of bullying will be documented.

Depending upon the severity of a particular situation, the building principal may also take appropriate steps to ensure student safety. Such steps may include the implementation of a safety plan; separating and supervising the students involved; providing employee support for students as needed; reporting incidents to law enforcement, if appropriate; and developing a supervision plan with parents.

## Interplay with Other School District Policies

Nothing in this policy shall prevent school employees from enforcing or imposing discipline, or fulfilling their professional responsibilities under other school district policies or student disciplinary rules.

### **FREEDOM AREA SCHOOL DISTRICT Depression/Suicide – Responding to Students-At-Risk**

#### **PURPOSE**

Adhering to District procedures in a crisis expedites the critical decision-making process, thus providing timely intervention to our students. In addition, our procedures support and protect staff by providing for shared responsibility. Effective and efficient management of suicidal ideation behavior in a system as large as Freedom is contingent on staff awareness of role responsibilities.

The Freedom Area School District recognizes the need for a program that intervenes on behalf of students at risk. The purpose of the program is to coordinate the efforts of staff members, family and community services in response to a crisis. Services will be provided in an attempt to prevent harm to the student at risk and to develop within the student a feeling of self-worth.

#### **AUTHORITY**

Every Freedom School District employee, certified and non-certified, must report any evidence of a student's being at risk for suicide to the counseling staff. If counseling staff are unavailable, the building administrator must be contacted. If evidence of physical injury or need for medical attention exists, the school nurse should be the initial contact. Evidence of at-risk behavior may be manifested in the following ways:

1. Student classroom writings, i.e., notes, assignments
2. Direct expression of suicidal ideation
3. Indirect fatalistic expressions by student
4. Self-abusive or self-mutilating behaviors
5. Expressions of peer concern
6. Expressions of parental concern

In these situations, students and staff members must understand that the issue of confidentiality shall no longer apply until the student's safety and welfare are secured.

#### **DEFINITIONS**

**Crisis** – an unpredictable tragic event which can happen, either on or off of school property, and has the potential to have a significant impact on the school community

**Crisis Team** – is a team of trained personnel who help establish and implement a pro-active plan which would respond to the unique needs of a particular building and ensure an effective response if and when a crisis occurs

**Intervention** – is a means of assisting an individual in learning more effective ways of coping with the present critical situation

**Prevention** – is a process that serves to counteract stressful and life-threatening situations

**Postvention** – consists of those activities that serve to reduce the after-effects of a traumatic event. The purpose is to help survivors live longer, more productive and less stressful lives than they are likely to do otherwise and to discourage “copy-cat” behaviors.

**Student Assistance Program (SAP) Team** – is a multi-disciplinary team composed of teachers, administrators, nurses, counselors and a prevention/intervention specialist. This team has been trained to understand and work out issues of adolescent chemical use, abuse, and dependency and will play a primary role in the identification and referral process of students coming to their attention through the procedures outlined in this policy.

**Students at Risk** – a student who has indicated by changed behavior, depression or verbal remarks that he/she may be contemplating a suicide attempt.

### **SUICIDAL IDEATION**

Suicidal ideation by a student shall be considered an attitude of hopelessness and despair, verbal or written expressions of death, or a wish/desire to die (examples: social isolation, giving away personal belongings, suicide notes, wills).

### **IMMEDIATE ACTION:**

A staff member will notify the principal, SAP Team, Prevention Specialist and counselor

Prevention Specialist or Counseling staff will take the following action:

1. Interview the student to assess the level of risk regarding:
  - a. history of previous ideations/attempt
  - b. existence/specificity of plan
  - c. availability of a planned method
  - d. availability of the means – guns, pills
  - e. loss or losses as a prescription factor
  - f. symptoms of sleep disturbance, eating disturbance, social withdrawal, feelings of helplessness, agitation, hospitality
  - g. history of impulsivity and coping mechanisms
  - h. motivational clues/precipitating stressors
2. Collect all pertinent information

## **IF STUDENT IS ASSESSED TO BE:**

### **High Risk**

The student conveys an attitude of hopelessness and despair, expresses a desire, wish or willingness to die, expresses a desire to threaten or harm others and or indicates a place, time and method for a suicide attempt.

- a. If possible, have the student relinquish any weapons or pills
- b. Arrange for an appropriate staff member to stay with the student
- c. Contact parent/guardian requesting immediate in-school parent conference with principal/SAP team member
- d. Immediate and mandatory referral to the Base Service Unit (724)775-7262, Mental Health (MH) Emergency Services (724)775-5208 or privately licensed psychologist
- e. Parent/guardian is to transport to appropriate MH facility
- f. A student admitted back to school based upon the recommendation of assessment and a back to school conference with principal/SAP team member
- g. The student must follow through with all treatment recommendations.
- h. The student will be monitored by a SAP team member upon return to school
- i. Refusal to comply with the above procedures will result in an informal hearing and a referral to Children and Youth Services (CYS)

### **Low Risk**

The student conveys an attitude of hopelessness and despair.

- a. If possible, have the student relinquish any weapons or pills
- b. Corroborate low-risk assessment with another qualified staff member and Base Service Unit (724)775-7262
- c. Contact parent/guardian requesting in-school parent conference within three (3) school days with principal/SAP team member
- d. Provide immediate support and develop a plan with student and parent, to provide ongoing follow-up and support, i.e., counseling, outside referral
- e. A SAP team member will monitor the student

## **SUICIDAL GESTURES**

Suicidal gestures by a student shall be considered an intentional, non-verbal or symbolic, self-destructive act. It is differentiated from ideation by a past or current behavioral manifestation as opposed to verbal expression (examples: self-mutilation, innocuous overdose, playing with knives or other weapons). A staff member with knowledge of the gesture will take the following action:

1. Notify nurse if the student is injured
2. Notify Administrator, Prevention Specialist or Counseling Staff. Counseling staff will take the following action:
  - a. Interview the student to determine the extent of the gesture
  - b. If possible, have the student relinquish any weapons or pills
  - c. If the student is resistant, combative, runs or in possession of a weapon, the local law enforcement agency will be contacted: New Sewickley – 774-2473, Conway – 869-9530, Freedom – 775-7490

- d. Arrange for an appropriate staff member to stay with the student
- e. Contact parent/guardian requesting an immediate in-school conference with principal/SAP team member to discuss:
  1. The need for medical attention
  2. Immediate and mandatory referral to the Base Service Unit (775-7262), Mental Health Emergency Services (775-5208) or privately licensed psychologist.
- f. A student admitted back to school based on the recommendations from the assessment, and a back to school conference with the principal/SAP team member
- g. Refer the student to SAP team for additional monitoring and follow-up
- h. Refusal to comply results in a hearing and CYS referral

### **SUICIDAL ATTEMPT**

Suicide attempt by a student shall be considered any intentional self-destructive act, which is potentially lethal. It is differentiated from a gesture by an increase in the likelihood that the method used will result in fatality (examples: serious overdose, ingestion of the highly toxic substance, self-infliction or serious injury)

The staff member with knowledge of the attempt will take the following action:

1. Follow medical emergency procedures
2. Do not leave the student alone
3. Contact the school nurse to come to the student's location. Attempt to advise the nurse of severity or injuries so that the need to contact the rescue squad can be assessed.
4. Contact building administrator, Prevention Specialist, and Crisis Team

The nurse, counseling staff, building administrator will, in collaboration, take the following action:

1. If the student is physically agitated, refuses to stay in an area where directed, is combative, runs away or possesses a weapon, the local law enforcement agency should be contacted: New Sewickley – 774-2473, Conway – 869-9530, Freedom – 775-7490
2. If possible, interview the student to obtain details about the attempt
3. Interview witnesses to determine time, place and method of attempt
4. Contact parent/guardian immediately to inform of the situation and request an in-school conference within three days with the Principal and SAP team member
5. Contact the emergency room of the hospital that has been selected as the rescue squad departs from the school. Inform the hospital of the incident and of the anticipated time of the student's arrival.
6. Immediate and mandatory referrals to the Base Service Unit (724)775-7262, inform the center of the incident and the location of the student.

If the attempt is done outside of school the counseling staff and SAP team will:

1. Contact parent/guardian to confirm
2. Offer services of SAP team to family

## **Postvention Procedures**

Despite the best prevention and early identification methods utilized by district staff, a student may attempt to take his/her life. If a suicide/death does occur, the Freedom Area School District intends to provide support for students, parents, and members of the school staff. We have, therefore, established procedures to help all affected individuals react positively and serve as a deterrent to future suicides.

If a youth suicide does occur, the community needs to deal with the problem of extreme grief and the fact that one suicide can lead to another. How a school district handles the aftermath, or postvention, of a youth suicide, can prevent the cluster phenomenon and help the community deal with grief.

1. Verify incident with police or family member
2. Administrator to notify Crisis Team and Superintendent
3. Crisis team to meet immediately
4. The administrator will call a meeting of the faculty and brief the staff in consultation with the counselors, nurse and SAP team. Faculty will be given information about referring “at risk” students to various support personnel. Counselors and support staff from other buildings can be temporarily assigned to affected buildings to provide support as needed. Counseling staff and/or SAP team will make referrals to outside agencies.
5. A prepared statement to be read in homerooms
6. The Superintendent or his designee will coordinate all media contacts.
7. The victim’s family shall be contacted to offer supportive services and referral to outside agencies when deemed appropriate.
8. Families of other “at risk” students will also be notified to alert them to their child’s concerns and to offer supportive counseling and or referrals to outside agencies.
9. Counseling will be available for all students and staff
10. Debriefing to be held for all staff at 2:40 p.m.

## **Things to Do**

Emphasize that suicide is a permanent solution for a temporary problem  
Emphasize that help is available and that people care  
Emphasize that no one is to blame  
Provide small group opportunities for grieving students  
Refer any student in need of counseling to the team  
Follow a normal schedule

## **Things NOT to Do**

Do not dismiss school  
Do not dedicate anything in the student’s memory  
Do not schedule an assembly

# **FREEDOM AREA SCHOOL DISTRICT**

## **Drug and Alcohol Policy and Administrative Guidelines**

### **PREAMBLE**

This policy including its rules, regulations, and guidelines is a coordinated effort by the Freedom Area School District to openly and effectively respond to potential and current uses and abuses of drugs, alcohol and mood-altering substances by members of its entire student population. It is intended to protect the health, safety, and welfare of all concerned as well as to maintain the rapport existent among students and staff.

### **STATEMENT OF PHILOSOPHY**

The Freedom Area School District recognizes that the misuse of chemicals is a serious problem. The district adopts the position that students must be chemically free to function and develop most productively and healthily. Concern for the individual as well as for the health, safety, and welfare of the entire school community is addressed in this policy.

### **DEFINITION OF TERMS**

**Assessment** – includes both psychological and physiological examinations. Any costs involved are the responsibility of the student's parent(s) or legal guardian(s).

**Behavior, Cooperative** – shall be defined as the willingness of a student to work with staff and school personnel reasonably and helpfully, complying with requests and recommendations of the members of the Student Assistance Program Team.

**Behavior, Uncooperative** – is resistance or refusal, verbal, physical or passive, on the part of the student to comply with reasonable requests or recommendations of school personnel. Defiance, assault, deceit, and flight shall constitute examples of uncooperative student behavior. Uncooperative behavior shall also include the refusal to comply with the recommendations of the members of the Student Assistance Program Team. (Any uncooperative behavior will result in a minimum of 5-day suspension)

**Distributing** – deliver, sell, pass, share or give any alcohol, drug or mood altering substance, as defined by this policy for one person to another.

**Drug** – alcohol, anabolic steroids, mood altering substance, narcotic or other health-endangering compound that includes but is not limited to alcohol, any alcoholic beverage, tranquilizer, amphetamine, synthetic opiate, marijuana, LSD or other hallucinogen, glue, solvent-containing substances, controlled substance, abused substance or medication for which a prescription is required under the law and/or any substance which is intended to alter mood.

Examples of the above include but are not limited to beer, wine, liquor, marijuana, hashish, chemical solvents, glue, “look alike and counterfeit substances” and any capsules or pills not registered with the nurse, annotated within the School District Policy for the administration of medication to students in school. A more comprehensive list would include all substances identified in the following laws.

1. Drug, Device, and Cosmetic Act 1971(Commonwealth of PA) as Amended.
2. Public Law 91-513 Comprehensive Drug Abuse Prevention and Control Act of 1979 (Federal Law) as amended.
3. The Controlled Substance Drug, Device, and Cosmetic Act of April 1972 (P.L. 233, No. 64) as amended.

**Drug Paraphernalia** – includes any utensil or item, which can be associated with the use of drugs, alcohol or mood altering substances. Examples include, but are not limited to, roach clips, pipes, and bowls.

**Look-A-Like Drugs** – are any substances manufactured or designed to resemble drugs, narcotics or other health-endangering compounds included above in the definition of drug.

**Possession** – possesses or holds, without any attempt to distribute, any alcohol, drug or mood-altering substance determined to be illegal or as defined by this policy.

**Prevention/Intervention Specialist** – is a program specialist with expertise in the area of chemical dependency and other student high-risk behaviors.

**Student Assistance Program (SAP)** – is a multi-disciplinary team composed of teachers, administrators, nurses, counselors and a prevention/intervention specialist. This team has been trained to understand and work on issues of adolescent chemical use, abuse and dependency and will play a primary role in the identification and referral process of students coming to their attention through the procedures outlined on this policy.

A Student Assistance Program is a way to identify students who are having problems in school because of drug or alcohol use (or other high-risk behaviors) and refer them for help. It is an intervention, NOT a treatment program. A student assistance program provides a way for school officials to help students at the same time as they are dealing with the student's chemical use as a disciplinary offense. The heart of the program is the student assistance team, a core group of school personnel who are specially trained to work with these students. Core team members receive referrals from administrators, faculty, and staff, parents and students themselves. Drug and alcohol policy violations can initiate referrals; but more commonly, they happen because of observed changes in behavior or performance, which may or may not be drug-related. The team's job is to conduct a pre-assessment to determine if the student can be helped within the school or if the student needs to be referred to an outside agency.

## **RULES, REGULATIONS, AND GUIDELINES**

All school district personnel are to report any student who, while under the school's jurisdiction, is under the influence of alcohol, other drugs or mood-altering substances, or who possesses, uses, dispenses, distributes, sells or aids in the procurement of alcohol, other drugs or mood altering substances. Students observed doing any of the above behaviors shall be subject to discipline pursuant to the provisions and procedures outlined in this policy.

As a key component of the Freedom Area School District Drug and Alcohol Prevention/Intervention Program, these guidelines represent one component in a district-wide effort

to respond effectively to the drug, mood altering substance and alcohol-related situations that may occur at school or at school-sponsored activities. The following guidelines are intended to provide a consistent disciplinary means to respond to the drug, mood altering substance and alcohol-related incidents. The Freedom Area School District will provide consideration for the students' legal rights and responsibilities. The School Board reserves the right to use extraordinary measures deemed necessary to control substance abuse even if the same is not provided for specifically in any rule or regulation enumerated herein.

#### **BREATHALYZER POLICY**

Students reasonably suspected of consuming or having consumed alcohol may be required to take a test, which determines blood alcohol concentration. Only the police shall conduct the test. Refusal to take the test may be considered uncooperative behavior.

If the results are negative and the student still exhibits abnormal behavior, further assessments will be required.

**FREEDOM AREA SCHOOL DISTRICT**  
**Drug and Alcohol Policy and Administrative Guidelines**

**PROBATION AGREEMENT**

A student in violation of the district Drug and Alcohol Policy may be placed on probationary status as established by administrative guidelines. The probationary rules are noted below.

1. The student will be placed on probation for up to 90 school days, which may carry into the following school year.
2. The student will not have restroom privileges or a hall pass without written authorization from an administrator or teacher.
3. Student must also stay in Advisory room during activity period.
4. The student will not be able to participate in or attend any extra-curricular activities including dances and sports.
5. The student must meet \_\_\_\_\_ a week with a principal, assistant principal or prevention specialist during the probationary period.
6. The student must adhere to all school rules and policies.
7. The parent/guardian of the student on probation must call and inform the school of any absences. This call must be made by 7:50 a.m. on the day of the absence.
8. Students on probation should attempt, within reason, to avoid other students on probation.
9. If the probationary rules are broken, the student will be referred for an informal and/or a formal hearing and may be recommended for expulsion from school.
10. The student will comply with all recommendations from the assessment.
11. Other supervision including \_\_\_\_\_

***This probation agreement will be reviewed by the administration after the recommended treatment program has been satisfactorily completed.***

I, \_\_\_\_\_ understand and agree to abide by all of the rules noted in this agreement.

Signed/Date \_\_\_\_\_

I, \_\_\_\_\_ understand and agree that my son/daughter is to abide by all of the rules noted in this agreement.

Signed/Date \_\_\_\_\_

Administrator Signature/Date \_\_\_\_\_

SAP Member/Prevention Specialist Signature/Date \_\_\_\_\_

Cc: Parent, Appropriate Teachers, Discipline File, SAP file

## **FREEDOM AREA SCHOOL DISTRICT**

### **Fighting Policy**

The Freedom Area School District Fighting Policy consists of five (5) distinct elements:

1. Establish a significant consequence for fighting
2. Provide time for administrative action by the School Administration
3. Initiate an Anger Control component for all combatants
4. Implement a “Conflict Resolution” course for students
5. Conduct “Conflict Management” training for faculty and staff.

These elements are integrated into two (2) formal categories that make up the policy:

- A. Confrontation Intervention
- B. Confrontation Prevention

Elements #1, #2 and #3 are contained in category “A,” and elements #4 and #5 are contained in category “B.”

### **Policy Operational Definitions**

#### **FIGHTING**

The violent physical confrontation between two or more individuals in which combatants are involved in the exchange of blows by hands, arms, legs and/or feet.

#### **ALTERCATIONS**

Offensive interactions between two or more individuals that may or may not involve physical activity, but demonstrating disruptive behavior and action, including but not limited to:

1. pushing
2. shoving
3. verbal shouts and/or name calling
4. verbal or physical harassment
5. disruptive behavior that interferes with the learning environment

#### **CONFLICT RESOLUTION**

Strategies and skills that prepare individuals to handle confrontational situations without the use of physical force. These strategies include effective communication, listening and anger management.

#### **CONFLICT MANAGEMENT**

Strategies and skills that train individuals to intervene in confrontational and conflict situations, to diffuse the violence, neutralize the parties and install calm so that diverse action can be taken.

## **CATEGORY “A”**

### **1. Fighting**

- A. Up to a five (5) day suspension automatically imposed for the first offense. Parent conference necessary before student(s) re-admitted to school.
- B. Five to ten (5-10) day suspensions on the second offense, plus required Anger Control sessions. Informal hearing with school administration necessary before student(s) are re-admitted to school.
- C. Ten (10) day suspension automatically imposed on the third offense plus formal hearing before the Board of Education and the Superintendent for expulsion.
- D. Investigation of all fights will be conducted by the School administration. After facts have been gathered, the administration will turn data over to local police with potential recommendations for the pursuit of disorderly conduct or assault charges against any or all of the combatants.

### **2. Altercations**

- A. For all disruptive behavior (pushing, shoving, name-calling, harassment, etc.) up to three (3) days suspension for the first offense. A phone call to parents will alert parents of the incident. Parents must accompany student(s) back to school after serving a suspension.
- B. A second offense of the altercation rule will invoke similar action as those in the fight section. Up to five (5) days suspension and necessary Parent Conference to re-admit the student(s) to school.
- C. A third offense will invoke a five to ten (5-10) day suspension, plus required Anger Control sessions and an informal hearing with School administration to re-admit student(s) to school.
- D. Any and all subsequent incidents will invoke a minimum ten (10) days suspension plus a formal hearing before the Board of Education and the Superintendent with a recommendation for expulsion.

**NOTE:** If at any time during a student fight or altercation a teacher, administrator or staff member is struck, the individual responsible for inflicting the blow will immediately be suspended for ten (10) days, and a formal hearing before the Board of Education and Superintendent for expulsion will be held.

## **CATEGORY “B”**

### **1. Conflict Resolution**

Conflict resolution courses of study will be offered through the Health curriculum. All students will be required to take this mini-course which is designed to provide students with skills and strategies to diffuse anger and handle conflict and confrontation in non-combative ways.

### **2. Conflict Management**

Faculty, staff, and students will be trained in techniques that are proven measures to control violence. Skills will be developed that permit these individuals to intervene in a volatile situation, neutralize the combatants, diffuse the anger and return order to the situation

## **FREEDOM AREA SCHOOL DISTRICT**

### **Harassment Policy**

Harassment in any form (verbal threats/hate acts) will not be tolerated.

Any incident that jeopardizes the health, safety or welfare of another student/staff member should be reported to the office for disciplinary action.

All threats will be taken seriously, and appropriate action will be taken up to and including fines and expulsion.

No student has the right to harass anyone. This includes verbal outbursts, name-calling, intimidation acts and third-party messengers who instigate trouble.

Please remember that words can get you in trouble; think before you speak.

#### **UNLAWFUL HARASSMENT**

The Board strives to provide a safe, positive learning climate for students in the schools. Therefore, it shall be the policy of the district to maintain an educational environment in which harassment in any form is not tolerated.

The Board prohibits all forms of unlawful harassment of students and third parties by all district students and staff members, contracted individuals, vendors, volunteers and third parties in the schools. The Board encourages students and parties who have been harassed to report such incidents to the designated employees promptly.

The Board directs that complaints of harassment shall be investigated promptly and corrective action be taken when allegations are substantiated. Confidentiality of all parties shall be maintained, consistent with the district's legal and investigative obligations.

Neither reprisals nor retaliation shall occur as a result of good faith charges of harassment. For purposes of this policy, harassment shall consist of verbal, written, graphic or physical conduct relating to an individual's race, color, national origin/ethnicity, gender, age, disability, sexual orientation or religion when such conduct:

1. Is sufficiently severe, persistent or pervasive that it affects an individual's ability to participate in or benefit from an educational program or activity or creates an intimidating, threatening or abusive educational environment.
2. Has the purpose or effect of substantially or unreasonably interfering with an individual's academic performance.
3. Otherwise adversely affects an individual's learning opportunities

## FREEDOM AREA SCHOOL DISTRICT

### Internet - Acceptable Use

#### **PURPOSE**

The Board supports the use of the Internet and other computer networks in the district's instructional program to facilitate learning and teaching through interpersonal communications, access to information, research and collaboration. The use of network facilities shall be consistent with the curriculum adopted by the school district as well as the varied instructional needs, learning styles, abilities and developmental levels of students.

#### **AUTHORITY**

The electronic information available to students and staff does not imply endorsement of the content by the school district, nor does the district guarantee the accuracy of information received on the Internet. The district shall not be responsible for any information that may be lost, damaged or unavailable when using the network or for any information that is retrieved via the Internet. The school district shall not be responsible for any unauthorized charges or fees resulting from access to the Internet. The district reserves the right to log network use and to monitor file server space utilization by district users while respecting the privacy rights of both district users and outside users. The Board establishes that use of the Internet is a privilege, not a right; inappropriate, unauthorized and illegal use will result in the cancellation of those privileges and appropriate disciplinary action.

#### **RESPONSIBILITY**

The district shall make every effort to ensure that this educational resource is used responsibly by the students and staff. Administrators, teachers, and staff have a professional responsibility to work together to help students develop the intellectual skills necessary to discriminate among information sources to identify information appropriate to their age and developmental levels and to evaluate and use the information to meet their educational goals.

Students and staff have the responsibility to respect and protect the rights of every other user in the district and on the Internet. No student will be permitted to use the Internet or the school network without a signed copy of the Internet and Computer Usage Agreement on file in the principal's office. This agreement shall be in effect until the student changes buildings. The building administrator shall have the authority to determine what inappropriate use is, and his/her decision is final.

#### **INTERNET AND SOFTWARE GUIDELINES**

Network accounts will be used only by the authorized owner of the account for its authorized purpose. All communications and information accessible via the network should be assumed to be private property and shall not be disclosed. Network users shall respect the privacy of other users on the system.

The FASD Acceptable Use of Policy must be followed at all times. **Students should have no expectation of privacy related to laptop/desktop use and can expect a teacher, technical support staff, and administrators to conduct a spot check of their Internet history and usage data.** Logs and other records of usage will be checked as well. Students may not install or run software that has not been approved by the administration.

## **PROHIBITIONS**

Students and staff are expected to act in a responsible, ethical and legal manner in accordance with district policy, accepted rules of network etiquette and federal and state law. Specifically, the following uses are prohibited:

1. Use of the network to facilitate illegal activity.
2. Use of the network for commercial or for-profit purposes.
3. Use of the network for non-work or non-school related work.
4. Use of the network for product advertisement or political lobbying.
5. Use of the network for hate mail, discriminatory remarks and offensive or inflammatory communication.
6. Unauthorized or illegal installation, distribution, reproduction or use of copyrighted materials.
7. Use of the network to access obscene or pornographic material.
8. Use of inappropriate language or profanity on the network.
9. Use of the network to transmit material likely to be offensive or objectionable to recipients.
10. Use of the network to intentionally obtain or modify files, passwords, and data belonging to other users.
11. Impersonation of another user, anonymity, and pseudonyms.
12. Use of network facilities for fraudulent copying, communications or modification of materials in violation of copyright laws.
13. Loading or use of unauthorized games, programs, files or other electronic media.
14. Use of the network to disrupt the work of other users.
15. Destruction, modification or abuse of network hardware and software.
16. Quoting personal communications in a public forum without the original author's prior consent.
17. Teacher permission must be required before student use.

## **SECURITY**

System security is protected through the use of passwords. Failure to adequately protect or update passwords could result in unauthorized access to personal or district files. To protect the integrity of the system, the following guidelines shall be followed:

1. Employees and students shall not reveal their passwords to another individual.
2. Users are not to use a computer that has been logged in under another student's or teacher's name.
3. Any user identified as a security risk or having a history of problems with other computer systems may be denied access to the network.

## **SAFETY**

To the greatest extent possible, users of the network will be protected from harassment or unwanted or unsolicited communication. Any network user who receives threatening or unwelcome communications shall immediately bring them to the attention of a teacher or administrator.

Network users shall not reveal personal addresses or telephone numbers to other users on the network.

## **CONSEQUENCES FOR INAPPROPRIATE USE**

The network user shall be responsible for damages to the equipment, systems, and software resulting from deliberate or willful acts.

Illegal use of the network; intentional deletion or damage to files of data belonging to others; copyright violations or theft of services will be reported to the appropriate legal authorities for possible prosecution.

General rules for behavior and communications apply when using the Internet, in addition to the stipulations of this policy. Loss of access and other disciplinary actions shall be consequences for inappropriate use.

Vandalism will result in cancellation of access privileges. Vandalism is defined as any malicious attempt to harm or destroy data of another user, the Internet or other networks. This includes, but is not limited to, the uploading or creation of computer viruses.

## **Copyright**

P.L. 94-553 Sec. 107

The illegal use of copyrighted software by students and staff is prohibited. Any data uploaded to or downloaded from the network shall be subject to “fair use” guidelines.

## **REPAIR POLICY**

In case of loss, theft, misuse or vandalism, the following approximate costs will be incurred by the parent and paid to Freedom Area School District.

- A. Keyboard Breakage: \$50.00 - \$75.00
- B. Screen Breakage: \$150.00 - \$200.00
- C. Plastic Case Replacement: \$30.00 - \$40.00
- D. Charger Replacement: \$30.00 - \$60.00
- E. Battery Replacement: \$90.00 - \$100.00
- F. Hard Drive: \$50.00 - \$75.00
- G. Loss/Theft: According to Scale

## **FREEDOM AREA SCHOOL DISTRICT**

### **No-Smoking Policy**

This no-smoking policy in school buildings and school buses and on school property owned by, leased by or under the control of the school district is authorized under Act 168 of 1988 regulating smoking in certain public places and signed by the Governor of Pennsylvania on December 21, 1988, and became effective sixty days after that.

**SECTION I:** Tobacco use by pupils, including smoking, the use of smokeless tobacco, and the use of electronic cigarettes, in any form, is prohibited in all school buildings and school buses and on school property owned by, leased by or under the control of the Freedom Area School District.

**SECTION II:** Tobacco use by School District employees, including smoking, the use of smokeless tobacco, and the use of electronic cigarettes, in any form, is prohibited in all school buildings of the Freedom Area School District.

**SECTION III:** Tobacco use by all persons who are not pupils or employees of the School District, including smoking, the use of smokeless tobacco, and the use of electronic cigarettes, in any form, is prohibited in all school buildings and school buses owned by, leased by or under the control of the Freedom Area School District.

**SECTION IV:** The following penalties may be imposed when the no-smoking or no-tobacco-use policy is violated:

- A. Penalties for violation of this policy by a pupil are as stated in the Student Handbook;
- B. A violation of this policy by any person, including a pupil or an employee, may be cause for removal from the school building and/or for charges to be filed before a District Justice, which, if convicted, will subject them to a civil fine.

**SECTION V:** This Resolution became effective immediately upon adoption by the School Board of the Freedom Area School District at a regular meeting held on the 10<sup>th</sup> day of September 1992.

**SECTION VI:** Notice of this policy was given to the Freedom Area School District employees, students and parents and to the public, as provided in Act 168 of 1988.

***Note: Act 145 has been amended to include possession of lighted and unlighted tobacco products and smokeless tobacco.***

1<sup>st</sup> Offense - possession = 1 day of OSS/Fine

2<sup>nd</sup> Offense - possession = 3 days of OSS/Fine

1<sup>st</sup> Offense - smoking/chewing = 3 days of OSS/Fine

2<sup>nd</sup> Offense - smoking/chewing = 5 days of OSS/Fine

\*Strong circumstantial evidence will result in disciplinary action also.

\*Hiding in bathroom stalls or around corners, acting as a look-out and smoking in a car on school property are prohibited.

\*Student can attend a Tobacco-user Program in lieu of a fine.

## **FREEDOM AREA SCHOOL DISTRICT**

### **Sexual Harassment of Students**

The Freedom Area School District is committed to assuring equal educational opportunities to all persons and does not discriminate by sex. Furthermore, the Freedom Area School District is committed to maintaining an educational environment for all its students which is free from any type of sexual harassment.

The Board of School Directors of the Freedom Area School District will not tolerate any behavior by administrators, faculty, staff or students which constitutes sexual harassment of a student.

For this policy, the definition of sexual harassment of a student includes, but is not limited to, the following action: unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct or written communication of an intimidating, hostile or offensive sexual nature, where submission to such conduct is made, either implicitly or explicitly, a term or condition of the student's status in a course, program or activity; or submission to or rejection of such conduct by a student is used as a basis for academic or other decisions affecting such student; or such conduct has the purpose or effect of substantially interfering with a student's educational experience or creating an intimidating, hostile or offensive academic environment.

All reports of sexual harassment will be investigated confidentially. Appropriate disciplinary action, including termination of employment or permanent expulsion from the school roles, may be imposed in proven circumstances.

#### **Harassment Policy**

Harassment in any form (verbal threats/hate acts) will not be tolerated.

Any incident that jeopardizes the health, safety or welfare of another student/staff member should be reported to the office for disciplinary action.

All threats will be taken seriously, and appropriate action will be taken up to and including fines and expulsion.

No student has the right to harass anyone. This includes verbal outburst, name-calling, intimidation acts and third-party messengers who instigate trouble.

Please remember that words can get you in trouble; think before you speak.

## FREEDOM AREA SCHOOL DISTRICT

### Weapons Policy

The Board of Education of the Freedom Area School District does hereby enact the following policy relative to use or possession of weapons upon School property.

1. **Purpose:** Weapons serve no educational purpose. The Board of Education directs that students of the Freedom Area School District found to be in possession of a weapon upon School property shall be subject to discipline as outlined herein.
2. **Definitions:** As used in this Policy, the following words shall have the meanings given to them by this section:
  - A. District – Freedom Area School District
  - B. Elementary – Grades Kindergarten through Sixth, inclusive
  - C. Explosive – Any substance or instrument by whose decomposition or combustion gas is generated with such rapidity as to cause a sudden breaking or bursting, usually accompanied by a loud noise. The term includes, but is not limited to, a bomb, incendiary device, gas bomb, grenade or ammunition of any kind.
  - D. Firearm – Any instrument, including but not limited to, a pistol, shotgun, rifle, starter gun or any look-alike of the same, which is designed or may readily be converted to expel a projectile by the action of an explosive or the expansion of gas therein.
  - E. Possession – That set of circumstances by which a student exercises control over an inanimate article, whether upon his or her person or in a place under his or her sole or mutual control.
  - F. Secondary – Grades Seventh through Twelfth, inclusive.
  - G. Student – A registered pupil of the School District in either the Elementary or Secondary Divisions.
  - H. Weapon – Means any explosive, firearm, blackjack, metal knuckles, dagger knife, razor or cutting instrument, cutting tool, nunchuck stick and any other tool, implement or instrument capable of inflicting serious bodily injury.
3. **Prohibited Activity:** Any student of the District who is in possession of a firearm, explosive or weapon as defined herein, on property being used by the District, or at any school function or activity, including District-authorized events held away from District property, including while the student is going to or returning from school, shall be in violation of this Policy.

**4. Procedures:**

- A. Any employee of the District, upon learning of a violation of this Policy, shall immediately notify the Building Principal of the violation and the identity of the student(s) involved.
- B. The Building Principal shall immediately investigate the alleged violation and take steps to confiscate the weapon(s).
- C. After the weapon(s) is/are taken into custody, or the Principal has otherwise confirmed the violation of the Policy, the Principal shall notify and/or summon:
  - 1. the local police
  - 2. the Superintendent of the district
  - 3. the parent(s) or guardian of any student(s) involved in the violation.
- D. After the Principal has confirmed the violation of the Policy, the Principal shall immediately notify the student(s) and the parent(s) or guardian(s) of the student(s) that the student(s) is/are suspended from school as outlined in the "Penalties" provisions of this Policy.
- E. The Building Principal shall be directly responsible for Investigating the violation on behalf of the District with the requested assistance of District Administrative personnel.

**5. Penalties:**

- A. If the student involved is a secondary student, and if the violation is the possession of a firearm or explosive, the Student shall be cited for a ten (10) day out-of-school suspension and notified of the scheduling of a due process hearing to consider expulsion before the Board of Education, or a Committee thereof, of the District. Said hearing shall be conducted pursuant to Department of Education regulations and the provisions of the Public School Code. If, after the formal expulsion hearing before the Board of Education, it is determined that the student had possession of a firearm or explosive on School property, or otherwise contrary to the provisions of this Policy, the student shall be expelled from the Schools of the District for a period of not less than one (1) year. Also, thereto, the Board of Education may impose such other conditions for re-admission as deemed necessary.
- B. If the student involved is a secondary student and the violation is the possession of a weapon, not a firearm or explosive, the student shall be cited for a ten (10) day out-of-school suspension and notified of the scheduling of a due process hearing to consider expulsion before the Board of Education, or a Committee thereof, of the District. Said hearing shall be conducted under Department of Education regulations and the provisions of the Public School Code. If, after the formal expulsion hearing before the Board of Education, it is determined that the student had possession of a weapon, not a firearm or explosive, on School property or otherwise contrary to the provisions of this Policy, the student may be expelled for a period of up to one (1) year. The Board may consider possible defense(s) or other extenuating circumstances in setting the duration of the expulsion or other appropriate disciplinary measures.

- C. If the student involved is an elementary student & the violation is the possession of a firearm or explosive, as defined in this Policy, the student shall be cited for a ten (10) day out-of-school suspension and notified of the scheduling of a due process hearing to consider expulsion before the Board of Education, or a committee thereof, of the District. Said hearing shall be conducted pursuant to Department of Education regulations and the provisions of the Public School Code. If, after the formal expulsion hearing before the Board of Education, it is determined that the student had possession of a firearm or explosive on School property, or otherwise contrary to the provisions of this Policy, the student may be expelled for a period of up to one (1) year. The Board may consider possible defense(s) or other extenuating circumstances in setting the duration of the expulsion or other appropriate discipline measures.
- D. If the student involved is an elementary student and the violation is the possession of a weapon, not a firearm or explosive, the student shall be cited for up to ten (10) days out-of-school suspension. The Building Principal will complete the investigation, consult with District and non-District professionals concerning the incident, and, through consultation with the District Superintendent and/or Assistant Superintendent, either:
  - A. Re-admit the student after the ten(10) day out-of-school suspension, with provisions for his/her behavior and activities on School property, or
  - B. Notify the student and parent(s) or guardian(s) of the scheduling of a due process hearing to consider expulsion before the Board of Education, or a committee thereof, of the District. Said hearing shall be conducted pursuant to Department of Education regulations and the provisions of the Public School Code. If, after the formal expulsion hearing before the Board of Education, it is determined that the student had possession of a firearm or explosive on School property, or otherwise contrary to the provisions of this Policy, the student may be expelled for a period of up to one (1) year. The Board may consider possible defense(s) or other extenuating circumstances in setting the duration of the expulsion or other appropriate disciplinary measures.
- E. In all cases proceeding under this Paragraph 5, it shall be a possible defense to be considered by the Board of Education, if evidence is offered by the student, that the weapon was possessed by the student in conjunction with a lawful supervised School activity or course or was possessed for another lawful purpose.

## **Family Educational Rights and Privacy Act (FERPA)**

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

FERPA gives parents certain rights concerning their children's education records. These rights transfer to the student when he or she reaches the age of 18 or attends a school beyond the high school level. Students to whom the rights have transferred are "eligible students."

- Parents or eligible students have the right to inspect and review the student's education records maintained by the school. Schools are not required to provide copies of records unless, for reasons such as great distance, it is impossible for parents or eligible students to review the records. Schools may charge a fee for copies.
- Parents or eligible students have the right to request that a school correct records which they believe to be inaccurate or misleading. If the school decides not to amend the record, the parent or eligible student then has the right to a formal hearing. After the hearing, if the school still decides not to amend the record, the parent or eligible student has the right to place a statement with the record setting forth his or her view about the contested information.
- Generally, schools must have written permission from the parent or eligible student to release any information from a student's education record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under the following conditions (34 CFR § 99.31):
  - School officials with legitimate educational interest;
  - Other schools to which a student is transferring;
  - Specified officials for audit or evaluation purposes;
  - Appropriate parties in connection with financial aid to a student;
  - Organizations conducting certain studies for or on behalf of the school;
  - Accrediting organizations;
  - To comply with a judicial order or lawfully issued subpoena;
  - Appropriate officials in cases of health and safety emergencies; and
  - State and local authorities, within a juvenile justice system, under specific State law.

Schools may disclose, without consent, "directory" information such as a student's name, photograph or likeness, address, telephone number, date and place of birth, honors and awards, and dates of attendance. However, schools must tell parents and eligible students about directory information and allow parents and eligible students a reasonable amount of time to request that the school not disclose directory information about them. Schools must notify parents and eligible students annually of their rights under FERPA. The actual means of notification (special letter, inclusion in a PTA bulletin, student handbook, or newspaper article) is left to the discretion of each school.

## **Protection of Pupil Rights Amendment (PPRA)**

The Protection of Pupil Rights Amendment (PPRA) is a federal law that affords certain rights to parents of minor students in regard to surveys that ask questions of a personal nature. Briefly, the law requires that schools obtain written consent from parents before minor students are required to participate in any U.S. Department of Education funded survey, analysis, or evaluation that reveals information concerning the following areas:

1. Political affiliations;
2. Mental and psychological problems potentially embarrassing to the student and his/her family;
3. Sex behavior and attitudes;
4. Illegal, anti-social, self-incriminating and demeaning behavior;
5. Critical appraisals of other individuals with whom respondents have close family relationships;
6. Legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers;
7. Religious practices, affiliations, or beliefs of the student or student's parent\*; or
8. Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program.)

**The No Child Left Behind Act of 2001 contains a major amendment to PPRA that gives parents more rights about the surveying of minor students, the collection of information from students for marketing purposes, and certain non-emergency medical examinations. Also, an eight-category of information (\*) was added to the law. The Department will be updating the PPRA regulations to reflect these changes**

JEFFREY R. BELTZ, Ed.D.  
Superintendent  
Business Manager

[www.freedomareaschools.org](http://www.freedomareaschools.org)



1702 SCHOOL STREET  
FREEDOM, PENNSYLVANIA 15042

EMILY EVANS  
School Board Secretary

724-775-5464  
FAX: 724-775-7434

**Parent Right to Know Information as Required by The Elementary and Secondary Education Act (ESEA) [Section 1112(e)(1)(A)] and the Every Student Succeeds Act [Section 1112(e)(1)(A)]**

**2026-2027  
School Year**

Dear Parent(s)/Legal Guardian(s):

Your child attends Freedom Area Elementary School (FAES), which receives Federal Title I funds to assist students in meeting state achievement standards. Throughout the school year, we will be providing you with important information about this law and your child's education. This letter lets you know about your right to request information about the qualifications of the classroom staff working with your child.

At FAES, we are very proud of our teachers and feel they are ready for the coming school year and are prepared to give your child a high-quality education. As a Title I school, we must meet federal regulations related to teacher qualifications as defined in ESEA. These regulations allow you to learn more about your child's teachers' training and credentials. We are happy to provide this information to you. At any time, you may ask:

- Whether the teacher has met state qualifications and certification requirements for the grade level and subject he/she is teaching,
- Whether the teacher received an emergency or conditional certificate through which state qualifications were waived, and
- What undergraduate or graduate degrees the teacher holds, including graduate certificates and additional degrees, and major(s) or area(s) of concentration.

You may also ask whether your child receives help from a paraprofessional. If your child receives this assistance, we can provide you with information about the paraprofessional's qualifications.

JEFFREY R. BELTZ, Ed.D.  
Superintendent  
Business Manager

[www.freedomareaschools.org](http://www.freedomareaschools.org)



1702 SCHOOL STREET  
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EMILY EVANS  
School Board Secretary

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FAX: 724-775-7434

The Every Student Succeeds Act (ESSA) which was signed into law in December 2015 and reauthorizes the Elementary and Secondary Education Act of 1956 (ESEA) includes additional right-to-know requests. At any time, parents and family members can request:

- Information on policies regarding student participation in assessments and procedures for opting out, and
- Information on required assessments that include
  - subject matter tested,
  - purpose of the test,
  - source of the requirement (if applicable),
  - amount of time it takes students to complete the test, and
  - time and format of disseminating results.

Our staff is committed to helping your child develop the academic knowledge and critical thinking he/she needs to succeed in school and beyond. That commitment includes making sure that all of our teachers and paraprofessionals meet applicable Pennsylvania state requirements.

If you have any questions about your child's assignment to a teacher or paraprofessional, please contact Mr. James Cassell at Freedom Area Elementary School at 724.775.1122 or email at [jcassell@freedomarea.org](mailto:jcassell@freedomarea.org).

Sincerely,  
***James Cassell***  
***Principal***  
***Freedom Area Elementary School***  
***1700 School Street***  
***Freedom, PA 1504***

Freedom Area School District  
Title I  
Home/School Involvement Compact

*\*Freedom Area School District believes that a student's continued academic success is dependent upon the communication between teachers and parents/guardians. This compact indicates how all members of the school, parents, students, and the community will agree to share the responsibility of learning for an individual child.*

**Teacher:** I understand the importance of the school experience to every student and my role as a teacher and model. Therefore, I agree to do the following:

1. Provide high-quality, data driven instruction in a supportive and effective learning environment.
2. Teach necessary, curriculum based concepts to our students.
3. Be aware of the needs of our students.
4. Regularly communicate with you based on your student's progress.
5. Hold parent/guardian-teacher conferences, and /or be available through email or phone contact.
6. Provide parents/guardians with opportunities to volunteer and participate in class when appropriate and throughout the school year.

Teacher Signature \_\_\_\_\_ Date \_\_\_\_\_

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**Student:** My education is important to me. I know that my education is important for my future success. My parents/guardians and teachers want to help me, but I am the one who has to do the work. Therefore, I agree to do the following:

1. Use PAWS - Positive Attitude, Accept Responsibility, Work Together, Safe Choices
2. Complete my class work and homework in a timely manner.
3. Always give my best effort on my work.
4. Use good organizational skills.
5. Arrive at school prepared to learn.
6. Return corrected work to my parents or guardian.
7. Read at least 15 minutes a day.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

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**Parent/Guardian:** I understand that my child's education is very important. I also understand that supporting my child's education will help his/her achievement and attitude. There, I agree to do the following:

1. Review my child's assignments with him/her and help as needed.
2. Provide my child with a quiet place to study.
3. Ensure that my child gets enough sleep each night.
4. Ensure that my child arrives at school on time.
5. Encourage my child to read with me, or independently, at least 15 minutes each day.
6. Attend parent involvement events (conferences, workshops, open house, etc.)

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

**PLEASE KEEP THIS COMPACT AT HOME where it can serve as a reminder of the commitments that we have made.**

**2026-2027 NONPUBLIC TITLE I SERVICES AGREEMENT**  
**Between**  
**FREEDOM AREA SCHOOL DISTRICT**  
**and**  
**MIDWESTERN INTERMEDIATE UNIT IV**

This agreement is made and entered into as of the **1st day** of July, **2026** by and between the FREEDOM AREA SCHOOL DISTRICT and the MIDWESTERN INTERMEDIATE UNIT IV (MIU IV).

**1. TERM**

The Term of this Agreement shall commence on **July 1, 2026** and terminate on **June 30, 2027**. Upon mutual agreement of the Parties, this Agreement may be extended beyond the Initial Term for two successive terms of one year each from July 1st to June 30th of the applicable year (each a “Renewal Term”). Unless extended for one of the two available Renewal Terms, this Agreement shall expire automatically at the conclusion of the Initial Term or Renewal Term then in effect. Notwithstanding the foregoing or any other provision of this Agreement, either Party may terminate this Agreement at any time, with or without cause, upon providing the other Party sixty (60) days prior written notice.

**2. DESCRIPTION**

Upon the terms and conditions set forth herein, the Freedom Area School District requests that MIU IV provide remedial instructional services as identified below:

| <b>School District</b>       | <b>Nonpublic School</b> | <b>Type of Title I Service</b><br><b>Reading</b><br><b>Math</b><br><b>Both Reading and Math</b> |
|------------------------------|-------------------------|-------------------------------------------------------------------------------------------------|
| Freedom Area School District | St. Gregory             | Reading                                                                                         |
| Freedom Area School District | St. Kilian              | Reading                                                                                         |

Such services will be secular, neutral, and non-ideological. MIU IV agrees to comply with all Title I statutory and regulatory requirements.

The Freedom Area School District and MIU IV agree to pool funds for instruction in the nonpublic schools. The pooled funds are used to serve the private school students most at risk who reside in participating public school attendance areas regardless of the amount of funds that was generated based on the number of children from low-income families attending nonpublic schools.

\* ☐ The Freedom Area School District is eligible for and requests that MIU IV provide Parent and Family Engagement in accordance with Title I guidance.

### 3. FEES AND PAYMENT

In consideration of the Parent and Family Engagement Services mutually agreed upon as described herein, the Freedom Area School District shall pay MIU IV a sum not to exceed the school district's annual nonpublic school set-aside as determined by their per pupil allocation times the number of low income private school children. The agreed upon fee is itemized in the table below and subject to change yearly.

| School District              | Nonpublic School | # of Students | Cost per Student | Total      |
|------------------------------|------------------|---------------|------------------|------------|
| Freedom Area School District | St. Gregory      | 3             | \$1,821.17       | \$5,463.51 |
| Freedom Area School District | St. Kilian       | 1             | \$1,821.17       | \$1,821.17 |

MIU IV will assess a 4% administration fee with the remaining amount/funds to be designated for teacher salaries, benefits, travel and materials associated with delivering Title I services.

| Instructional Fee \$ | Administration Fee (4%) |
|----------------------|-------------------------|
| \$6,993.29           | \$291.39                |

In consideration of the Parent and Family Engagement Services requested above and mutually agreed upon as described herein, the Freedom Area School District shall pay MIU IV the following:

| Parent and Family Engagement Fee \$ |
|-------------------------------------|
| \$0                                 |

MIU IV will provide an invoice to the school district by May 15th of 2027. Payment must be received by the MIU IV by June 15, 2027.

The Freedom Area School District and MIU IV acknowledge that an increase or decrease in funds from the preliminary allocation to the final allocation may increase or decrease the services outlined in this Agreement.

### 4. MIU IV RESPONSIBILITIES:

- To provide instructional services by a highly qualified certified Reading Specialist/ Elementary Education teacher, as required by Title I
- To use appropriate evaluative testing/screening procedures and materials
- To provide the the school district and the private school an outline of the local assessment plan
- To provide small group supplemental reading and math instruction for eligible private school students
- To assure all financial and legal responsibilities involved in providing the instruction:
  - Pay salary and all benefits for the staff
    - Provide materials, which supplement regular instruction
    - Provide diagnostic testing instruments
    - Supervise the instruction
    - Any other responsibilities necessary to conduct the program as intended
- To require the MIU IV teacher to complete the following requirements in addition to providing the weekly instructional periods
  - Conduct diagnostic and benchmark testing as needed on eligible private school students

- Maintain records of assessment data, instructional activities, and attendance for students served
- Meet with parents for conferences as requested
- Provide assessment data twice per year that is used to measure growth
- Complete Title I progress reports twice per year and send to parents
- To be responsible for the following:
  - Provide the the school districts with the addresses of the students served
  - Provide the school districts with the data necessary to complete their Title I responsibilities including assessment data and related data.
  - Consult with private school administrators to review services provided to their students
  - Provide the the school district access to the program at any time
  - Parent & Family Engagement activities including: Parent & Family Engagement Annual Meeting, MIU IV Parent & Family Engagement Policy, School/Parent Compacts (for school, parent and student), Parent/Teacher Conferences, Title I Parent & Family Engagement Workshops, Annual Title I Parent & Family Engagement Survey

**5. SCHOOL DISTRICT RESPONSIBILITIES**

- Provide the MIU IV with names of private schools identified to participate in Title I
- Assist the MIU IV in identifying addresses of students who reside in Title I attendance areas
- Inform the MIU IV of any and all circumstances which may directly or indirectly affect the performance of this Agreement.
- Assure MIU IV that all meaningful consultation needed to set up this agreement has been completed prior to the effective date of this agreement.

**6. MISCELLANEOUS**

- MIU IV maintains and keeps in force such insurance as Workers Compensation, Liability, and Property Damage.
- MIU IV shall indemnify, defend, and hold harmless the school district from any and all losses, damages, claims or costs, including attorney's fees, arising from any act or omission of the Midwestern Intermediate Unit IV, its officials, agents, or employees.
- The school district and MIU IV acknowledge that it may be necessary to modify this Agreement if there is a reauthorization of ESSA during the performance period of the contract.

The parties have entered into this Agreement as of the effective date first above written.

|                             |                              |                                   |               |
|-----------------------------|------------------------------|-----------------------------------|---------------|
| <b>School District Name</b> | Freedom Area School District | <b>Intermediate Unit</b>          | MIU IV        |
| <b>Superintendent</b>       | Dr. Jeff Beltz               | <b>Interim Executive Director</b> | Brenda Marino |
| <b>Date</b>                 |                              | <b>Date</b>                       |               |
| <b>Signature</b>            |                              | <b>Signature</b>                  |               |



April 15, 2026

Greetings from Glade Run Lutheran Services and Glade Run Academy! Here at Glade Run we are already preparing for the upcoming 2026-2027 school year and we are excited to share the following contract with you!

The following contract is for all Education Services offered by Glade Run. As an organization, we are grateful to have the opportunity to serve your district and educate your students. Please note, we did change our school name to Glade Run Academy and this was approved by the PA Department of Education. We are hopeful the name change is less confusing to the students and families that you place in our education program.

In recognition of increasing operational costs, particularly related to staff recruitment and retention, we are implementing a modest rate increase of no more than 3%. While this adjustment does not fully offset rising expenses, it is a necessary step to sustain high-quality programming and staffing aligned with our shared educational mission while accounting for the financial burdens of our education partners.

This year the process has changed somewhat in that we are using Adobe Sign to simplify the execution of the contract and you have confirmed that you are the person to receive it.

***How can you submit your signed copy of the contract?***

- If you are the delegated signor and recipient of this email, you can sign it yourself and return it to us. Adobe Sign will prompt you when the contract is completed, at which time a final copy will be forwarded to yourself and to Glade Run.
- If the document needs to be presented to another individual for signature, you can "delegate" the document to be forwarded to that person by email and then it can be signed by him/her with the same follow-up process as above.
- Finally, as was the case in the past, you can print the document, have it signed by an individual (school board or another representative of the district) and send a copy back by email to [rlyon@gladerun.org](mailto:rlyon@gladerun.org).

Please note that the Attachment A is for your reference only at this time and is to be used once the school district has decided to place a student with Glade Run Academy. Having only the contract signed ahead of time makes the process quicker when the need arises.

Glade Run Academy looks forward to working with your District in 2026-27. If you have any questions or concerns related to this Agreement please call Steven Green, President/CEO at (724) 452-4453 ext. 1100, or Brandy Dietrich, Principal/Senior Director of Education Service at (724) 452-4453 ext. 1154.

Sincerely,

**Steven T. Green**

Steven T. Green  
President/CEO

- c. Prior to the acceptance of a student, the District shall complete Attachment A (Referral Confirmation). Those individuals with authorization to bind the District for student placement are limited to the Director of Special Education, the School Psychologist, the Principal, or the Superintendent.
- d. The District shall provide Glade Run with special education records (when applicable), completed referral form and immunization records. The District shall assist Glade Run in obtaining a family summary, social and educational summary, social security number, and pertinent medical information including current medications and allergies. The District shall provide confirmation as to the enrollment disposition of the child.
- e. It shall be the responsibility of Glade Run in conjunction with the District to facilitate the development of a current Individual Educational Plan (IEP) within thirty (30) school days after acceptance with input from the appropriate parties.
- f. Glade Run and the District will, on an as needed basis, review the student's progress in implementing and achieving the educational goals heretofore established.
- g. Students entering a regular education program due to behavior or disciplinary action shall not require an IEP. However, any student with a 504 School Plan (Chapter 15: Protected Children) will have reviews following the same procedure cited in Paragraph 1F above. The District will notify Glade Run if a student has a current 504 School Plan.

#### **Payment -Educational Instruction**

***The District, in consideration of the services provided by Glade Run, shall compensate Glade Run pursuant to the fee schedule set forth in Attachment A.***

- a. Once a student is enrolled, the District is obligated to pay for the student from the date of admission through the date of discharge regardless of attendance. Enrollment is based on available school days the student is enrolled in Glade Run Academy based on the Glade Run Academy School Calendar.
- b. During the course of enrollment at Glade Run Academy, the billing for the first and last month of enrollment shall be prorated based on the number of available school days for that month while other months will be billed at total available school days.
- c. Glade Run shall provide a bill to the District for services rendered during a month by the tenth working day of the following month. The District shall issue payment to Glade Run by the last day of that month in which the bill was received.
- d. It is understood that should the student, family or courts cause the student to be

Academy based on the Glade Run Academy School Calendar.

- b. For the first and the last months of enrollment the billing may be prorated based on the number of available school days for that month for Glade Run Academy. All other months shall be billed for the total number of school days for said month based on Glade Run Academy school calendar.
- c. Glade Run shall provide a bill to the District for services rendered during a month by the tenth working day of the following month. The District shall issue payment to Glade Run by the last day of the month in which the bill was received.
- d. If a student is referred to the Transitions Program and is already receiving educational instruction from Glade Run Academy, the District will be charged the Transitions Program fee **in addition** to the Educational Instruction fee. Any changes to these payment terms must be approved prior to the start of the Transitions Program.

### **3. SERVICE – PARTIAL HOSPITALIZATION**

**Acute Partial Hospitalization** - Glade Run operates an on-site Acute Partial Hospitalization Program (APHP) in which school age children are placed for a clinically enhanced day treatment program by existing day treatment providers including Residential Treatment Facilities, Psychiatric Inpatient Units, Psychiatric Emergency Rooms, Outpatient Providers, Family Based and IBHS Providers.

- a. Glade Run will provide educational instruction to students referred to it by the existing treatment providers. Students will receive three hours of instructional support.
- b. The Home District shall be responsible for providing the student's educational records. Glade Run will promptly notify the Home District of the admission of students placed at the APHP by agencies to facilitate the Home District's gathering of student's records.
- c. During treatment at the APHP, the student's assigned teacher will coordinate with the student's home district to gather information about the child's needs and Individualized Education Plan (IEP), inform the Home District of the child's progress in treatment, and develop a plan for transitioning the child back to the home school district prior to being discharged from APHP.

### **Payment – Acute Partial Hospitalization Program**

***The District, in consideration of the services provided by Glade Run, shall compensate Glade Run pursuant to the fee schedule set forth in Attachment A.***

result of the above-referenced screenings. Unless the District responds in writing within seven

(7) school days of receipt that said services are not to be provided, the District shall be financially responsible for the provision of said services. Facsimile transmissions for such notice shall be accepted. IDEA procedures will be followed.

## **6. SERVICE - SPEECH, LANGUAGE and HEARING EVALUATION**

**Speech, Language and Hearing Evaluation** are completed with parental consent. Upon referral or screening concerns, a diagnostic evaluation may include: an articulation protocol, a language tool, and vocabulary measure either receptive or expressive Modalities. Language sampling, if needed, is used. Formal tests are selected on a case-by-case basis as indicated by need. A written report will be provided. A two-week time frame may be necessary to complete the testing and supply the report.

## **7. SERVICE - INSTRUCTION/THERAPY**

If identified as “in need” by standardized testing measures (at least a six-month delay), an Individualized Education Plan will be formulated for each client and reviewed yearly. Goals will be established specific to each client’s needs. A Speech Therapy Summary will be done at each yearly review. Speech personnel can be available for conferences, but it will be difficult due to scheduling conflicts. A case-by-case review based upon need will govern attendance.

Therapy will be provided on site during school days from September through the close of the school calendar. Each session will last approximately 25-30 minutes in length either individually or in groups of ten, but not more than three if similar goals are shared. Therapy will proceed until all goals are met, child leaves, or participation level diminishes with no chance of change. When therapy involves high school or equivalent child clients, it is important that the individual desires to participate and change his/her patterns. If not, discontinuation of services will be necessary. Motivation becomes a key issue in commencing or continuing services.

Sessions are usually weekly. Carryover activities will be provided to foster further progress. Daily therapy logs will be used to record progress throughout the year.

Services will be provided by a certified licensed Speech Pathologist or an assistant who directly coordinates programs with the Speech Pathologist who are contracted by Glade Run. Credentials may be reviewed if requested. All speech personnel possess at least a Bachelor’s Degree in Speech Pathology.

## **8. SERVICE - OCCUPATIONAL AND PHYSICAL THERAPY**

**Occupational and/or physical therapy evaluations** will be completed with parental consent and upon referral. Therapy will be provided on site during school days as necessary. Services will be rendered by licensed and qualified occupational and

- Utica Enhanced Education Program - \$233.75 per student per days enrolled
- One-on-One Instruction - \$40.00 per hour for up to 6.25 hours per school day
- Independent Living Experience (One week of 24/7 care and support) - \$2,000 per session

**Other Fees:**

- Speech/Language Therapy (Session, Screening, & Support) - \$135 per hour
  - Speech Evaluation - \$415 flat fee
  - Hearing Screening - \$115 per hour
  - Occupational Therapy - \$115 per hour
  - Physical Therapist (Session/Evaluation) - \$150 per hour
- b. These rates are based on the contractors utilized by Glade Run Academy to assist in providing these services.

**V. INTERVENTION AND DISCIPLINE PROCEDURES**

- The District hereby agrees that Glade Run may employ, with respect to the students which the District has referred to it pursuant to this Agreement, the same discipline procedures and parent/student grievance procedures normally employed by Glade Run in its capacity as a Private Academic School. Such policies and procedures may be modified from time to time by Glade Run; provided that Glade Run shall take no action, which violates any student's right to Due Process under the Constitution of the United States, the Pennsylvania Public School Code of 1949, as amended, 22 Pa. Code § 14.35, and the rules and regulations adopted by the Pennsylvania Department of Education. In addition, Glade Run will comply with all Pennsylvania Department of Education State and Federal Rules and Regulations.
- The District hereby agrees that Glade Run may employ, with respect to the students which the District has referred to it pursuant to this Agreement, the same physical intervention procedures to include crisis preventative measures such as a call for crisis assessment and parent/student grievance procedures normally employed by Glade Run. Such policies and procedures may be modified from time to time by Glade Run; provided that Glade Run shall take no action which violates any student's right to Due Process under the Constitution of the United States, the Pennsylvania Public School Code of 1949, as amended, and the rules and regulations adopted by the Pennsylvania Department of Education and the rules and regulations adopted by the Pennsylvania Department of Education, specifically including 22 Pa. Code 14.133, regarding Positive Behavior Support.
- The District and Glade Run intend to comply fully with Act 138 of 2016 (Act). Glade Run shall notify the District when any student receiving educational services under this Agreement reaches three (3) unexcused absences in any school year and is therefore "truant" under the Act. Glade Run shall notify the District when any student receiving

District.

**X. CONFIDENTIALITY**

Glade Run and the District, their agents and employees, shall perform their respective obligations under this agreement in such a manner as to ensure that records, names, and identities of persons counseled, treated, or rehabilitated, shall remain confidential, except where disclosure is permitted by law. *Both parties will adhere to the guidance set forth under the Family Educational Rights and Privacy Act (FERPA).*

**XI. MODIFICATION**

This document, and all attachments hereto, whether physically incorporated or incorporated by reference, contains all the terms, provisions, and conditions of this Agreement. No term or provision may be unilaterally modified or amended.

Any alteration, variation, modification, or waiver of a provision to this Agreement shall be valid only when reduced to writing, duly signed by the parties to this Agreement, and attached to the original of the Agreement.

**XII. ASSIGNMENT**

Neither party may assign any part of this Agreement without the prior written approval of the other party hereto.

**XIII. FEDERAL AND STATE LAW COMPLIANCE**

Glade Run Lutheran Services acknowledges and agrees that it is obligated to comply with all applicable federal and state laws related to the provision of educational instruction, discipline and non-discrimination against students who are placed at Glade Run pursuant to this Agreement.

**XIV. BACKGROUND CHECKS**

All employees of Glade Run Academy will possess the following background checks:

- (1) Pennsylvania State Police Criminal History Report
- (2) Pennsylvania Department of Human Services Child Abuse Report
- (3) Federal Criminal History Report
- (4) PDE 6004 Form – Arrest/Conviction Report and Certification Form
- (5) Sexual Misconduct/Abuse Disclosure Release Form pursuant to Act 168 of 2014 (see Section 111.1 of the Pennsylvania Public School Code)

This document contains the entire integrated agreement between the parties hereto relative to the subject matters hereof and supersedes any and all prior representations, understandings or promises between the parties related thereto.

**XIX. NO WAIVERS**

No consent or waiver, express or implied, by either party to this Agreement to or of any breach or default by the other in the performance of any obligations hereunder shall be deemed or construed to be a consent to or waiver of any other breach or default by such party hereunder. Failure on the part of any party hereto to complain of any act or failure to act of the other party or to declare the other party in default hereunder, irrespective of how long such failure continues, shall not constitute a waiver of rights of such party hereunder.

**XX. JURISDICTION/VENUE**

This Agreement shall be governed by the laws of the Commonwealth of Pennsylvania. Any suit, action or proceeding arising out of or relating to this Agreement shall be brought only in the Court of Common Pleas of Pennsylvania.

**WHEREFORE**, the parties hereto, by their duly authorized representatives, have executed this Agreement.

**GLADE RUN LUTHERAN SERVICES**

**Signature**



**Steven Green, President/CEO**

**4/15/2026**

**Date**

**Signature**

---

**Print Name/Title**

**Date**

**ATTACHMENT A**  
**GLADE RUN ACADEMY - EDUCATION SERVICES**  
**REFERRAL CONFIRMATION 2026-2027**

Name of Student: \_\_\_\_\_ PA Secure ID #: \_\_\_\_\_

School District of Residence: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ is requesting placement of the above-referenced student at Glade Run  
[Insert Name of School District]

Lutheran Services/Glade Run Academy ("Glade Run") in the following program pending acceptance by Glade Run.  
(Please note: billing is prorated over a 9-month period.)

**Educational Services (check one):**

- ☐ Enhanced Education Program - \$233.75 per student per days enrolled
- ☐ Life Skills Program - \$233.75 per student per student per days enrolled
- ☐ Autism Education Program - \$285.15 per student per days enrolled
- ☐ ESY (Extended School Year) - \$3,750.00 per student per session
- ☐ Kindergarten - \$233.75 per student per days enrolled
- ☐ Transitions Programming - \$233.75 per student per days enrolled
- ☐ Partial Hospitalization Program Educational Services - \$165.45 per student per days enrolled
- ☐ Partial Hospitalization Program Online Instruction Support - \$100.00 per student per days enrolled
- ☐ Utica Enhanced Education Program - \$233.75 per student per days enrolled
- ☐ One-on-One Instruction - \$40.00 per hour for up to 6.25 hours per school day
- ☐ Independent Living Experience (One week of 24/7 care and support) - \$2,000 per session

**Other Fees:**

- ☐ Speech/Language Therapy (Session, Screening, & Support) - \$135 per hour
- ☐ Speech Evaluation - \$415 flat fee
- ☐ Hearing Screening - \$115 per hour
- ☐ Occupational Therapy - \$115 per hour
- ☐ Physical Therapist (Session/Evaluation) - \$150 per hour

These rates are subject to change based on the contractors utilized to assist in providing these services.

I confirm that I am authorized to recommend the placement of the above-referenced child for the service indicated above.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name (Printed): \_\_\_\_\_

Title (check box): ☐ Director of Special Education ☐ School Psychologist ☐ Principal ☐ Superintendent

Return to Kelly Wheeler at Enrollment@gladerun.org

A copy of this Referral Confirmation shall be valid as the original.

**FOR EDUCATION DEPARTMENT USE ONLY: Date of Admission:** \_\_\_\_\_

# ***The School at McGuire Memorial***

## **EDUCATIONAL SERVICES AGREEMENT**

This Educational Services Agreement (hereinafter "Agreement") is made and entered into this 1st day of July 2026, by and between MCGUIRE MEMORIAL, a non-profit corporation, Licensed Private Academic and Approved Private School organized and existing in accordance with the laws of the Commonwealth of Pennsylvania with its administrative offices located at 2119 Mercer Road, New Brighton, Beaver County, Commonwealth of Pennsylvania 15066 (hereinafter "The School at McGuire Memorial"),

and

FREEDOM AREA SCHOOL DISTRICT, a public school district organized and existing in accordance with the laws of the Commonwealth of Pennsylvania with its administrative offices located at 1702 School Street, Freedom, Beaver County, Commonwealth of Pennsylvania 15042 (hereinafter the "School District").

### **WITNESSETH:**

**WHEREAS**, the School District wishes to contract with The School at McGuire Memorial to provide educational services to one or more of the School District's students; and

**WHEREAS**, The School at McGuire Memorial agrees to provide educational and related services to the School District's students pursuant to the terms and conditions set forth herein.

**NOW THEREFORE**, The School at McGuire Memorial and the School District, intending to be legally bound, and in consideration of the within mutual promises and undertakings, and other good and valuable consideration, do covenant and agree as follows:

### **I. THE SCHOOL AT MCGUIRE MEMORIAL'S OBLIGATIONS**

1. In consideration for the School District's obligations as set forth herein, The School at McGuire Memorial covenants and agrees as follows:

- a) To provide the necessary professional, instructional, and support staff, as is required to implement the student's Individualized Educational Plan ("IEP") as developed by The School at McGuire Memorial IEP team including district representation.
- b) To provide the required materials, supplies, equipment, and other educational related items necessary to implement each student's IEP.

- c) To provide the classroom space or other facilities required to implement each student's IEP in accordance with applicable federal and state laws and regulations.
- d) To provide other personnel, facilities, materials, and services mutually agreed upon in writing by the Parties.
- e) To perform its obligations in a professional and appropriate manner in accordance with all applicable federal and state laws and regulations.
- f) To maintain regular communication with the School District's designated representative regarding the educational and related services provided herein and the education progress of each student pursuant to the student's IEP.
- g) To maintain the required licenses and certifications from the Commonwealth of Pennsylvania to provide the educational and related services contained herein.
- h) To maintain required child abuse and criminal history clearances for all employees.

2. In further consideration for the School District's obligations as set forth herein, The School at McGuire Memorial agrees to perform the services identified herein solely as an independent contracted services provider. The School District acknowledges and agrees that nothing contained within this Agreement shall be construed or interpreted as creating a joint venture, partnership, franchise, agency, employer/employee, or similar relationship between The School at McGuire Memorial and the School District, or as authorizing either party to act on behalf of the other. The School at McGuire Memorial is and will always remain a contracted services provider in relationship to the School District.

3. As an independent contracted services provider, The School at McGuire Memorial is solely responsible for all employment related obligations of its employees. The School District shall not be legally obligated for any of The School at McGuire Memorial's employment and/or personnel related obligations, including, but not limited to, vacation pay, sick leave, FMLA leave, retirement benefits, social security, worker's compensation, health or disability benefits, unemployment insurance benefits, or other employee benefits of The School at McGuire Memorial's employees.

4. This Agreement is solely between The School at McGuire Memorial and the School District, and as such, it shall not under any circumstances create an obligation by The School at McGuire Memorial to any third party.

5. The School at McGuire Memorial agrees to keep and maintain all of the students' educational records during the student's enrollment in strict conformity with the Family Educational Rights and Privacy Act ("FERPA"), its regulations and any corresponding Commonwealth confidentiality

statute and regulation and to return said educational records to the School District when the student leaves, transfers, dies, graduates or otherwise ceases to attend The School at McGuire Memorial.

6. The School at McGuire Memorial agrees to indemnify and hold harmless the School District from and against all claims, causes of action, and forms of damages, including legal fees and costs, related to (i) any obligation of The School at McGuire Memorial under federal or state laws, statutes or regulations; (ii) any School at McGuire Memorial employee related matter; and (iii) any alleged breach or violation of the rights granted the School District's student under any federal or state law, statute or regulation by The School at McGuire Memorial, its employees or agents.

## **II. THE SCHOOL DISTRICT'S OBLIGATIONS**

1. In consideration for The School at McGuire Memorial's obligations as set forth herein, the School District covenants and agrees as follows:

- a) In accordance with all applicable federal and state laws and regulations, to participate in the development of an appropriate IEP with The School at McGuire Memorial's IEP team for each student placed at The School at McGuire Memorial by the School District.
- b) To comply with all applicable federal and state laws and regulations related to the School District's obligation to educate any student placed at The School at McGuire Memorial by the School District.
- c) To maintain regular communication with The School at McGuire Memorial's designated representative and staff regarding the educational and related services to be provided to each student, along with any other relevant information regarding the student.
- d) To assist The School at McGuire Memorial in its efforts to provide each student with an appropriate education in accordance with the student's IEP.

2. In further consideration for The School at McGuire Memorial's obligations as set forth herein, the School District agrees to make timely payments to The School at McGuire Memorial in accordance with the rate and fee schedule contained in Exhibit "A" which is incorporated herein by reference as if fully set forth. The School District agrees to pay a five percent (5%) late fee on any invoice balance that is not paid in full within thirty (30) days of the date of the invoice.

3. For students enrolled in a 4010 funded slot through The School at McGuire Memorial Approved Private School, the School District agrees to complete the 4010 enrollment process through APSEM within 15 school days. Students not enrolled in APSEM within 15 school days will be

considered full tuition students and the School District will be billed according to the rate and fee schedule contained in Exhibit "A".

4. For students enrolled in a 4010 funded slot through The School at McGuire Memorial Approved Private School, The School District agrees to pay all non-APS fees including ESY and one to one support according to the rate and fee schedule contained in Exhibit "A".

5. If a student is placed at The School at McGuire Memorial at the start of a school year, the School District agrees to pay the annual tuition rate pursuant to Exhibit "A". If a student is placed at The School at McGuire Memorial after the start of the school year, the School District agrees to pay the prorated share of the annual tuition rate based upon the placement date through the end of the school year. Once placed, the School District's tuition obligation remains whether the student attends The School at McGuire Memorial all or any part of the school year unless the School District completes a 4011 withdrawal form through APSEM for APS students or a submits formal withdrawal letter identifying the reason for student exit (i.e. move, transfer, death, etc.) within 5 days of student exit.

6. The School District agrees to indemnify and hold harmless The School at McGuire Memorial from and against all claims, causes of action, and forms of damages, including legal fees and costs, related to (i) any School District obligation under federal or state laws, statutes or regulations; (ii) any School District employee related matter; and (iii) any alleged breach or violation of the rights granted the School District's student under any federal or state law, statute or regulation by the School District, its employees or agents.

### **III. TERM OF THE AGREEMENT**

1. The term of this Agreement is from August 24, 2026, through June 30, 2027, at which time the Agreement shall automatically terminate unless renewed by the parties.

2. The parties acknowledge and agree that if The School at McGuire Memorial provides services under this Agreement beyond the Agreement's Term, the School District shall compensate The School at McGuire Memorial for all such services.

3. This Agreement may be renewed or extended by the written agreement of the Parties. Any such renewal or extension is subject to the updated rates and fees of The School at McGuire Memorial.

#### **IV. MISCELLANEOUS PROVISIONS**

1. The School District covenants that the persons signing this Agreement on behalf of the School District have the right, power, and authority to execute this Agreement on behalf of the School District and its Board of School Directors and to legally bind the School District to the obligations contained herein.

2. This Agreement shall not be modified, amended, or changed without a subsequent written document signed and approved by the parties hereto.

3. The School at McGuire Memorial shall not be considered in breach or default under this Agreement and shall not be liable to the School District for any delay or failure to perform its obligations hereunder because of any communicable disease, natural or manmade disaster, fire, flood, explosion, strike, riot, war, terrorism, cyber-attack, or similar attack, or any of event beyond The School at McGuire Memorial's reasonable control ("Force Majeure Event").

4. The failure of either Party to insist on strict performance of any covenant or obligation under this Agreement, regardless of the length of time for which such failure continues, shall not be deemed a waiver of such Party's right to demand strict compliance in the future. No consent or waiver, express or implied, to or of any breach or default in the performance of any obligation under this Agreement shall constitute a consent or waiver to or of any other breach or default in the performance of the same or any other obligation.

5. This Agreement shall be governed by the laws of the Commonwealth of Pennsylvania. All legal proceedings related to this Agreement shall be solely filed in the Court of Common Pleas in Beaver County, Commonwealth of Pennsylvania and in no other venue or jurisdiction.

6. Each party hereby designates its representative under this Agreement. Any notice or other communication provided to the respective parties shall be in writing and shall be emailed and/or mailed to the parties' respective representatives which are listed below.

**Freedom Area School District:**  
**Dr. Jeff Beltz, Superintendent**  
**Marcy Bebout, Director of Student Services**  
**1702 School Street**  
**Freedom, PA 15042**

**The School at McGuire Memorial:**  
**Bethany Huff, Chief School Administrator**  
**2121 Mercer Road**  
**New Brighton, PA 15066**

**IN WITNESS WHEREOF**, The School at McGuire Memorial and the School District, intending to be legally bound, have executed this Agreement the date first above written.

ATTESTED

FREEDOM AREA SCHOOL DISTRICT

\_\_\_\_\_  
Board Secretary

\_\_\_\_\_  
Board President

ATTESTED

THE SCHOOL AT MCGUIRE MEMORIAL

**EXHIBIT A**

The annual tuition rates for the term of this Agreement are as follows:

1. 2026-2027 school year **\$ 67,391.00**

\*For students who are placed with The School at McGuire Memorial during the school year, the daily rate for the 2026-2027 school year is **\$375.00**.

\*\*For students who require one-on-one aide services, the daily rate for the 2026-2027 school year is **\$264.00** (hourly rate of **\$41.00**).

The 2027 Extended School Year ("ESY") Program rates are provided in a separate agreement.

# ***The School at McGuire Memorial***

## **EDUCATIONAL SERVICES AGREEMENT**

### **EXHIBIT B**

The Extended School Year ("ESY") Program rates for the term of this Agreement are as follows:

1. 2027 ESY (DATES TBD) **\$356.00/day (5 hrs.)**

\*For students who require one-on-one aide services, the daily rate for the 2027 ESY program is **\$207.00/day**

**FREEDOM AREA SCHOOL DISTRICT:**  
**Dr. Jeff Beltz, Superintendent**  
**Marcy Bebout, Director of Student Services**  
**1702 School Street**  
**Freedom, PA 15042**

**The School at McGuire Memorial:**  
**Bethany Huff, Chief School Administrator**  
**2121 Mercer Road**  
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ATTESTED

FREEDOM AREA SCHOOL DISTRICT

\_\_\_\_\_  
Board Secretary

\_\_\_\_\_  
Board President

ATTESTED

THE SCHOOL AT MCGUIRE MEMORIAL

\_\_\_\_\_

\_\_\_\_\_



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ATTESTED

FREEDOM AREA SCHOOL DISTRICT

\_\_\_\_\_  
Board Secretary

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Board President

ATTESTED

THE SCHOOL AT MCGUIRE MEMORIAL

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# ***The School at McGuire Memorial***

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**Bethany Huff, Chief School Administrator**  
**2121 Mercer Road**  
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ATTESTED

FREEDOM AREA SCHOOL DISTRICT

\_\_\_\_\_  
Board Secretary

\_\_\_\_\_  
Board President

ATTESTED

THE SCHOOL AT MCGUIRE MEMORIAL

\_\_\_\_\_

\_\_\_\_\_

**ProCare Therapy**, a d/b/a of New Direction Solutions, LLC (the "Company") and

**Freedom Area School District**  
whose principal location is 1702 School Street, FREEDOM, PA 15042 ("Client")

enter into this non-exclusive Client Services Agreement for the purpose of referring and placing Company's employees (the "Consultant" or "Consultants") with Client. This Agreement shall govern the overall terms of the relationship, while a separate Client Assignment Confirmation (Addendum A) for each placement will outline specifics as to bill rates, personnel, and assignment lengths.

### **SECTION 1**

#### **Scope of Services**

The Company, a staffing agency in the business of providing supplemental staffing, recruiting, and candidate referral services, will use commercially reasonable efforts to identify, screen, refer, and provide Consultants to Client on a temporary basis or, if requested by Client, for direct hire. The parties agree that Company cannot and does not guarantee the results, performance, or continued availability of any Consultant. Client represents and warrants that it currently holds, and will maintain throughout the term of this Agreement, all licenses, permits, accreditations, and other requirements necessary to operate its business and to properly supervise and utilize the Consultants in the positions assigned. If a Consultant is unable or unwilling to complete the specified temporary assignment, Company will use commercially reasonable efforts to identify a replacement in a timely manner.

### **SECTION 2**

#### **Independent Contractor**

The parties agree that the relationship of each to the other is that of an independent contractor. All Consultants will remain employees of the Company, which is solely responsible for providing and maintaining payroll services for any Consultant placed with Client, maintaining payroll records, and withholding and remitting all payroll taxes and social security payments, unless the parties otherwise agreed to in writing. Company does not ordinarily use subcontractors in providing services. Should the need to use a separate staffing firm or independent contractor arise, Company will notify Client in advance of the assignment to receive approval of this arrangement unless the individual service providers are placed on substitute basis to address staffing absences or short-term shortages at which point Company will utilize Go Spindle, LLC. If such temporary staffing persists longer than thirty (30) consecutive days, advance notification and approval will be requested.

### **SECTION 3**

#### **Term of Agreement**

This Agreement begins on the date of the latest signature below ("Effective Date") and remains in effect for a period of one (1) year unless terminated earlier in accordance with the provisions of this Agreement. Following the initial term, this Agreement will automatically renew for successive one-year periods. If either party elects not to renew, all obligations under this Agreement will cease at the end of the current term, except for any provisions that expressly or by their nature survive termination.

### **SECTION 4**

#### **Telepractice Services**

Company, at Client's request, may provide telepractice services through its teletherapy provider VocoVision. Should utilization of VocoVision occur, Client will receive **Addendum A – Teleservices Assignment Confirmation** which outlines specific terms and conditions regarding VocoVision's telepractice services.

### **SECTION 5**

#### **Insurance**

Company will maintain at least the following minimum amounts of insurance with Client designated as an additional insured, and will provide proof of such insurance to Client prior to Company beginning to provide services:

General Liability - \$2,000,000 per occurrence and \$4,000,000 aggregate.

Workers Compensation - in accordance with state regulations.

Employer's Liability - \$1,000,000.

Excess Liability over General Liability and Employer's Liability - \$5,000,000 per occurrence and \$5,000,000 aggregate.

Professional Liability - \$1,000,000 per claim and \$3,000,000 aggregate.

Sexual Abuse and Molestation - \$1,000,000 per claim and \$3,000,000 aggregate

**SECTION 6**  
**Competency and Licensing**

Company will make reasonable efforts to present only Consultants qualified for their discipline based on the applicable Department of Education licensing and certification requirements, professional standards, and Client requirements for the disciplines placed with Client. The Company will conduct pre-employment screenings to provide Consultants who meet the applicable standards and Client requirements. To assist in these efforts, Client will provide Company with all necessary standards and Client requirements for each discipline a Consultant may work in. Client acknowledges that it possesses the unique and necessary knowledge to assess the qualifications of any Consultant referred to work with Client, and Client agrees that it has the ultimate responsibility of approving a Consultant's licensure, certifications, and qualifications as acceptable for Client in the assigned discipline. To this end, Company will make available to Client all necessary Consultant records that Company may disclose and may, at Client's discretion, facilitate an interview between Client and Consultant to assist in the assignment decision. If Client becomes aware of any notices, findings, or information, including but not limited to fingerprint search results, that may negatively impact the start or continuation of an assignment, Client will notify Company in writing within three (3) business days of Client's knowledge of such information and will provide Company with all relevant and necessary details regarding the situation. Failure to notify Company may result in the termination of this Agreement and any current or future assignments.

**SECTION 7**  
**Credentialing and Onboarding**

Prior to commencement of an assignment, Company or the assigned Consultant shall provide to Client state and federal criminal history reports, Pennsylvania child abuse clearance and any other clearance required by applicable law and complete an Act 168 employment history review. Consultants assigned to Client must pass all required background checks, fingerprinting, and security screenings in accordance with federal, state, and local requirements as applicable to Client and the assigned discipline. Client will confirm that Consultants meet these requirements prior to the start of an assignment.

Client acknowledges that Consultants must complete Company's onboarding and credentialing processes prior to the start of an assignment, and Client agrees that Consultants may not provide any services prior to their completion of onboarding and credentialing. Company will provide Client with written notice of Consultant's completion of onboarding and credentialing and Consultant's authorization to begin work. If Client authorizes a Consultant to begin work before completion of the onboarding and credentialing process, Client accepts full responsibility for such authorization. Client agrees to indemnify, defend, and hold harmless Company from all liabilities, losses, damages, costs, and expenses arising due to Consultant's performance of services during such period and agrees that in no instance is Company liable to Client for its decision to authorize work without Company's written approval and confirmation of completion of onboarding and credentialing.

**SECTION 8**  
**On-Site Responsibility**

Client will provide Consultants with orientation to all Client specific policies, procedures, and processes necessary to provide services, including but not limited to safety policies and procedures, and Client will provide all necessary support, facilities, training, direction, and means for Consultants to satisfactorily complete the assignment. Client acknowledges that Company does not provide special education, therapy, nursing, or related services and only provides candidate identification and placement services. As such, the provision of Consultant's on-site services is not supervised by Company. Client will provide Consultant and Company written notice and contact information of the Client supervisor assigned to each Consultant. At all times, Consultants are subject to Client's guidance, supervision, and control for the work performed and services provided. Client is responsible for Consultant's adherence to the applicable standards of practice and Client requirements, and only Client is responsible for determining the appropriate services to be provided by Consultant. Client will not allow Consultant, at any time, to perform work or provide services that are outside the scope of the duties and responsibilities of their assigned position, and Client will not allow Consultant to perform work at any location other than the location(s) agreed upon with Company. Client will not allow, request, or require that Consultants use any automobile, regardless of ownership, or Consultant's personal devices in performance of any work for Client without the written consent of Company. Client acknowledges that any deviation from Client's policies and procedures, as orientated to Consultants, should be immediately reported in writing and directly to Company so it may offer correction and/or counseling to the Consultant.

**SECTION 9**  
**Administrative Responsibilities**

Client is responsible for orienting Consultants to Client's policies and procedures regarding the submission of any paperwork required for reimbursement by funding entities such as Medicare, Medicaid, or health insurance. Such paperwork may include, but is not limited to, patient care plans, comprehensive patient histories, individual education plans, or Client specific program plans. Should Consultant fail to submit paperwork as required by Client's policies and procedures, Client will notify Company in writing within three (3) business days of Client's knowledge of the alleged failure. Failure to timely notify Company or notify Company before an assignment ends negates any Client claim to withhold payment due to untimely work and/or paperwork non-compliance.

Where required by federal, state, or local law, Client acknowledges it is responsible for providing and administering meal and rest periods to Consultants in accordance with such laws because Company does not maintain control over Client's workplace. If Client

operates in such a jurisdiction, Client will provide a written policy outlining Client's requirements and procedures to Company and Consultants, and Client will provide appropriate training to Consultants so they may comply with such policy. Client agrees to indemnify Company for any payments or other expenses incurred by Company relating to Client's failure to properly administer any legally required meal or rest breaks. Client will immediately notify Company in writing if it is unable or unwilling to provide or administer legally required meal and rest breaks. In such an event, Company may immediately terminate any or all current and future assignments with Client. In the event of any inquiries regarding meal and rest break compliance, Client and Company will cooperate in good faith to resolve the matter in accordance with applicable laws and best practices. If corrective action is necessary, the parties will work together to determine an appropriate resolution.

## **SECTION 10**

### **Workplace Conditions and Reporting of Work-Related Injuries**

Client will maintain a safe working environment and provide all appropriate personal protective equipment as deemed necessary for the positions to which Consultants are assigned. Client warrants that its facilities and operations comply with all applicable federal, state, and local safety and health laws, regulations, and standards, including but not limited to all applicable workplace safety standards. Client agrees it is responsible for providing all necessary safety training and equipment to Consultants, and for each Consultant's compliance with applicable health and safety requirements, including those instituted by Client. Client ensures compliance with all applicable workplace safety obligations, including general training on the reporting of work-place injuries or incidents, and occupational exposure to bloodborne pathogens. Records of such occurrences will be maintained by Client and will be accessible to Company. In the event of a workplace injury, incident, or exposure, each affected Consultant will contact their immediate Client-appointed supervisor and report to the appropriate treating department as per Client protocol. Consultant will concurrently report any workplace injury, incident, or exposure to Company for the purpose of reporting such event to Company's workers' compensation carrier. If Client's reporting requirements change during the term of this Agreement, Client is responsible for providing written notification of such change to both Company and Consultants.

## **SECTION 11**

### **Employment of Consultants**

Any hire or engagement by Client of a Consultant introduced by Company, without Client first utilizing Company's temporary staffing services for that Consultant for at least one school year, will constitute a direct placement resulting from Company's recruiting efforts. In such event, Client will pay Company a recruiting fee equal to \$22,500 or thirty percent (30%) of the Consultant's first-year base compensation (or annualized engagement value), whichever is greater, payable within thirty (30) days of the Consultant's start date. The parties further acknowledge and agree that: a) this provision is intended solely to compensate Company for recruiting and placement services actually performed; b) nothing in this Agreement restricts Client's right to hire any individual; and c) this section shall apply only to the extent permitted by applicable law and shall be construed accordingly. If any portion of this section is determined to be unenforceable under applicable law, it shall be modified to the minimum extent necessary to comply with such law while preserving the parties' original intent. This provision shall not apply to any Consultant who responds to a public solicitation by Client for applications for employment provided that Client has not notified or encouraged such Consultant to apply for Client employment.

## **SECTION 12**

### **Equal Opportunity and Workplace Harassment**

Both parties agree to provide equal opportunity to all Consultants and agree that they will not discriminate against, harass, or retaliate against any Consultant based on race, religion, color, sex, national origin, age, disability, veteran status, or any other status or condition protected by applicable federal, state, or local laws. Client will promptly investigate all allegations of discrimination, harassment, and retaliation, and will immediately report to Company any such incident or suspected incident involving a Consultant and Client employees or agents or occurring at Client's worksites. Client will indemnify Company for all losses, liabilities, or damages associated with defending any charge, complaint, claim, cause of action or suit by any governmental or administrative agency and/or any Consultant or anyone acting on Consultant's behalf, to the extent arising in whole or in part due to Client or Client's employees or agents.

## **SECTION 13**

### **Timekeeping and Invoicing**

Client will ensure that Consultants accurately record the start and stop times for all hours worked in accordance with Client's policies and that Consultants utilize Client's designated method for submission of Company's timesheet. Timesheets and/or timesheet approvals are due weekly by 12:00 PM on the Monday following the end of Client's designated workweek.

Company will generate an invoice based on timesheets submitted. Each invoice will contain a unique invoice number, date(s) of services provided, Consultant name, job title, hourly bill rate, total hours billed, and total amount due. Company pays overtime in compliance with federal, state, and local laws. Client agrees to be billed at one and one-half (1.5) times the regular bill rate for all hours when Company is required to pay overtime. Client requires pre-approval for overtime hours prior to any such hours being worked. Client attests that only Client employees with appropriate knowledge and authority will review and approve invoices and will notify Company of any errors within fifteen (15) days of the date of invoice, and Company agrees that all non-disputed amounts are due and payable according to the standard payment terms contained herein. Company and Client will work in good faith to resolve any errors, and Company will provide a corrected invoice mutually acceptable to both parties within ten (10) business days of a resolution. In the event Client fails to report errors within fifteen (15) days, disputes will not be accepted, and the invoice will be due and payable in full.

**SECTION 14**

**Payment Terms, Default Charges, and Minimum Wage Increases**

Company will submit invoices to Client on a weekly basis for all services provided during the previous week in accordance with the hourly rates set forth in the table appended hereto. **Client's payment is due within fifteen (15) days of receipt of invoice.**

Invoices are considered past due if not paid by the agreed upon due date. Client agrees to pay all necessary collection costs, including reasonable attorney's fees and costs. Company reserves the right to approve or discontinue any extension of credit and the terms governing such credit.

If Company is required to increase Consultant's compensation due to minimum wage increases or experiences an increase in compensation costs as a direct result of any law, order, or other government action, Client agrees that Company may increase the bill rates at a proportional level. Company agrees it may only increase bill rates up to a level that places Company in the same position it was prior to such law, order, or action. Company will provide fifteen (15) days written notice to Client prior to any such change taking effect.

**SECTION 15**

**Limitation of Liability**

NEITHER PARTY WILL BE LIABLE TO THE OTHER WHATSOEVER FOR ANY SPECIAL, CONSEQUENTIAL, INDIRECT, EXEMPLARY OR PUNITIVE DAMAGES, INCLUDING ANY DAMAGES ON ACCOUNT OF LOST PROFITS, LOST DATA, LOSS OF USE OF DATA, OR LOST OPPORTUNITY, WHETHER OR NOT PLACED ON NOTICE OF ANY SUCH ALLEGED DAMAGES AND REGARDLESS OF THE FORM OF ACTION IN WHICH SUCH DAMAGES MAY BE SOUGHT. THE FEES AND BILLINGS DUE UNDER THIS AGREEMENT ARE NOT CONSIDERED SPECIAL DAMAGES OR LOST PROFITS AND WILL NOT BE LIMITED BY THESE PROVISIONS.

**SECTION 16**

**Incident and Error Tracking**

Client will report to Company any performance issues, incidents, errors, or other similar events related to the work or services provided by Consultants. Company will document reported incidents and may track all such events for quality assurance purposes. All supporting documentation is required within seventy-two (72) hours of Client's knowledge of the occurrence.

**SECTION 17**

**Termination of Assignment With Cause**

Within five (5) business days of Client's knowledge, Client will report to Company any behavior issue, deviation from the accepted standards of practice, policies, and procedures as orientated to Consultant, or incident that would be considered adverse to Client's operations. In such an event, Client may request, in writing, that Company facilitate the immediate removal of Consultant. Client agrees it will not immediately remove a Consultant or terminate an assignment unless Company has been notified in writing or, based on Client's good faith assessment, that immediate dismissal is necessary to protect Client's operations. Upon termination of assignment or removal of a Consultant, Client will provide documentation specifying the reasons and facts of the termination to Company within two (2) business days. If Client does not report such deviation(s) and terminates an assignment or does not provide the required documentation following a termination, Client will be assessed an amount equal to five (5) days of billings at the bill rates and minimum hours agreed upon in the applicable Client Assignment Confirmation. The parties agree that Consultants are an integral part of Company's operations and a resource that may have been developed over years, and Client acknowledges that Company may not be able to find another position for Consultant, ultimately leading to termination of Consultant's employment with Company. Accordingly, any delay or absence of written notice may result in lost revenue or other consequences not foreseen at this time. Therefore, the parties agree the liquidated damages in this Section are reasonable for the probable loss suffered by Company in the event of Client's breach of this provision.

Client is responsible for all costs and fees up to the point of termination. Should Company identify a suitable Consultant, Client will agree to the original or extended terms of the terminated Consultant's assignment.

**SECTION 18**

**Termination of Agreement and Termination of Assignment Without Cause**

Client may terminate an assignment or this Agreement upon thirty (30) days written notice. Client is responsible for all charges and fees prior to notice date and through the 30-day period of notice. If Client is unable to or does not provide thirty (30) days written notice, Client will be billed for thirty (30) days at the agreed upon regular bill rate and minimum hours for all terminated assignments.

**SECTION 19**

**[Intentionally omitted].**

**SECTION 20**

**Force Majeure and Unscheduled Facility Closure Policy**

Neither party is liable for failure or delay in performing its obligations, if such failure or delay is due to natural disasters, pandemics, acts of war, government regulations, or other events or causes beyond the parties' control. Further, the parties agree that Company is not liable for failure or delay in performing its obligations, if such failure or delay is due to termination of Consultant or Consultant's resignation. If services are interrupted, both parties will make reasonable efforts to resume operations.

Notwithstanding the foregoing, the parties agree that in the event of an unforeseen or unexpected interruption resulting from a complete or partial unscheduled closure of Client's facilities due to natural or manmade events, including but not limited to fires, storms, flooding, earthquake, labor unrest, riots, and/or acts of terrorism or war (each an "Unscheduled Closure"), Client may transition to virtual services all Consultants whose services can be performed in such a setting. In such circumstances, Client agrees to be billed for virtual services at the regular contracted hourly bill rate for all hours worked by Consultant. Virtual service hours will be entered and processed according to the normal time submittal and approval process, unless otherwise requested in writing by Client and agreed upon by Company. Company and Client will work in good faith to determine which contracted disciplines qualify for virtual services.

**SECTION 21**

**Multiple Locations**

If Client requires Consultant to travel to and perform services at more than one location, Client will compensate Company for travel time between facilities at the regular hourly bill rate and for mileage not to exceed the then current IRS reimbursement rate.

**SECTION 22**

**Issue Resolution**

In the event Client encounters an issue that is not satisfactorily resolved by its Company representative, Client should escalate the issue to the appropriate Company manager by calling 800-849-5502. Please ask for your account representative's manager.

**SECTION 23**

**Indemnification**

To the fullest extent permitted by law, each party (the "Indemnifying Party") will indemnify, defend, and hold harmless the other party, and each of their respective officers, directors, agents, and employees (the "Indemnified Party") against all liabilities, losses, damages, costs and expenses ("Losses") to the extent caused by the actions or inactions of the Indemnifying Party. In no event will the Indemnifying Party's obligations extend to Losses to the extent resulting from the negligent act or omission, willful misconduct, breach of this Agreement, or unlawful act of an Indemnified Party. Client's obligations pursuant to this provision are subject to and limited by any immunities from liability and limitations of damages afforded to Client under applicable law, including, but not limited to, the Pennsylvania Political Subdivision Tort Claims Act, and this provision shall not obligate Client to provide indemnity or defense upon claims from which it is immune by applicable law or damages exceeding any statutory limitation.

The Indemnified Party will notify the Indemnifying Party promptly after receiving notice of a claim, lawsuit, demand, action, or threatened action ("Claim") covered by the indemnity obligations in this Agreement and will provide the Indemnifying Party with all necessary documentation for the Indemnifying Party to assess its obligations under the Agreement. The parties will keep each other reasonably informed regarding the status of any Claim, will work in good faith in the defense and settlement of Claims, will provide notice to and consult with each other prior to settling any Claim. Neither party will, without the other's written consent, settle or compromise any claim or consent to the entry of any judgment regarding any Claim which indemnification is being sought unless such settlement, compromise, or consent (i) includes an unconditional release of the other party from all liability arising out of such claim; (ii) does not include any admission or statement suggesting any wrongdoing or liability on behalf of the other party; (iii) does not contain any equitable order, judgment, or term that affects, restricts or interferes with the business of the other party; and (iv) does not place any monetary obligations or liabilities on the other party. Any omission or delay in complying with this paragraph by the Indemnified Party will relieve the Indemnifying Party of its obligations to the extent it is prejudiced by such omission or delay. This Section will survive any termination or expiration of this Agreement.

**SECTION 24**

**Confidentiality**

Each party acknowledges that, they (the "Receiving Party") will learn confidential information of the other party (the "Disclosing Party"). Confidential Information (as defined here and below) is any information which is private to the Disclosing Party but is shared by the Receiving Party as required to accomplish this Agreement and **includes bill rates, fees for permanent placements, and terms and conditions of this Agreement.** It is agreed that neither party will disclose any Confidential Information of the other party to any person or entity nor permit any person or entity to use Confidential Information, except as required to fulfill the party's obligations under this Agreement.

Confidential Information of Company also includes, but is not limited to, any and all information owned or controlled by Company and/or its employees, that relates to the clinical, technical, marketing, business or financial operations of Company and which is not generally disclosed to the public, including but not limited to employee and Consultant information and Company's technical data, policies,

financial data, contract terms and provisions, billing rates, and permanent placement fees whether disclosed orally, in writing, or by inspection, and that should be reasonably understood to be confidential given the nature of the information.

If the Receiving Party attempts to use or dispose of any Confidential Information, or any duplication or modification thereof, in any manner contrary to the terms of this Agreement, the Disclosing Party has the right, in addition to other remedies which may be available to it, to obtain injunctive relief enjoining such acts or attempts as a court of competent jurisdiction may grant. The parties acknowledge and agree that monetary damages may not be a sufficient remedy for any breach or threatened breach of this Section and, therefore, such injunctive relief is appropriate as a remedy and the breaching party waives any requirement for the securing or posting of any bond showing actual monetary damages in connection with such breach.

The parties understand and agree that nothing in this Section is meant to prevent any disclosure of Confidential Information required under federal, state, or local law, regulation, or a valid order issued by a court or governmental agency (each a "Legal Order"). Before making such disclosure, the Receiving Party will provide the Disclosing Party with (i) prompt written notice of such Legal Order so the Disclosing Party may seek, at its own costs and expense, a protective order or other remedy; and (ii) reasonable assistance, at the Disclosing Party's costs and expense, in opposing such disclosure. If, after providing notice, the Receiving Party remains subject to a Legal Order to disclose any Confidential Information, the Receiving Party will disclose only the portion of Confidential Information that such Legal Order specifically requires to be disclosed.

## **SECTION 25**

### **Family Education Rights and Privacy Act, Data Protection, and Cybersecurity**

Where applicable, Company will comply with all laws, rules, and regulations pursuant to the Family Educational Rights and Privacy Act, 20 USC 1232g ("FERPA") and acknowledges that certain information about Client's students may be contained in records maintained by Company and the Consultant and that this information can be confidential by reason of FERPA and related Client policies. Both parties agree to protect relevant records in accordance with FERPA and Client policy. If necessary, Consultants assigned to Client will execute a FERPA Statement of Understanding outlining appropriate guidelines. Notwithstanding the foregoing, Client will not, unless necessary in furtherance of this Agreement, disclose such information to Company or Consultant, and Client will not, under any circumstances, allow Consultant to remove such information from Client facilities. If such removal occurs, Client will immediately notify Company, and the parties will work in good faith to remedy the situation. Except where required by law, Company will not disclose to any third party, without prior consent of a parent/guardian and written consent of Client, any information regarding students that Company may learn or obtain during this Agreement.

The parties will implement and maintain reasonable security measures to protect data from unauthorized access, disclosure, or use and will comply with all applicable federal, state, and local laws regarding privacy and data protection. In the event of a data breach affecting the other party, the affected party must notify the other party within five (5) business days of its awareness of the breach. Upon termination of this Agreement or upon the other party's request, each party will return or securely destroy records and data in accordance with applicable laws. Client agrees Company is free from any liability arising from or relating to Client's failure to provide onsite supervision or to orient and train Consultant on Client's policies, procedures, or oversight related to data protection.

## **SECTION 26**

### **State Retirement System Notice**

At the time of execution of this Agreement, while performing services for Client pursuant to this Agreement, the Parties acknowledge their belief that Consultants are not eligible for participation in the Pennsylvania Public School Employees' Retirement System or any post-employment benefits provided by Client to its employees.

## **SECTION 27**

### **Conflicts of Interest**

The parties acknowledge their respective obligation to report any conflict of interest and/or apparent conflict of interest that may interfere with the ability to perform under this Agreement. To that end, the parties hereby certify and represent that their officials, employees, and agents do not have any significant financial or other pecuniary interest in the other party's business or operations, and no inducements of monetary or other value were offered or given to any officer, employee, or agent of the other party. Each party agrees to promptly notify the other in the event it becomes aware of any conflict of interest or apparent conflict of interest.

## **SECTION 28**

### **Client Funding**

The parties acknowledge that Client's obligations under this Agreement may be subject to budgetary constraints and appropriations by government authorities. If funding for services under this Agreement is reduced or eliminated by governmental action, Client will immediately notify Company in writing. In such cases, the parties will negotiate in good faith to modify the Agreement to allow for continuation of services. However, if Company, in its sole discretion, determines that it is not feasible to continue providing services at reduced costs, Company may immediately terminate this Agreement and all current and future assignments, without liability to Client.

**SECTION 29**  
**Survival**

The parties' obligations under this Agreement which by their nature continue beyond termination, cancellation, or expiration of this Agreement, will survive termination, cancellation or expiration of this Agreement.

**SECTION 30**  
**Notices**

All notices required to be given in writing will be sent to the names/addresses listed below.

To Company

New Direction Solutions LLC dba ProCare Therapy  
Attn: Contract Department  
5550 Peachtree Parkway, #500  
Peachtree Corners GA 30092  
Email: [ContractNotices@procaretherapy.com](mailto:ContractNotices@procaretherapy.com)

To Client

Freedom Area School District  
1702 School Street, FREEDOM, PA 15042

**SECTION 31**  
**Governing Law**

This Agreement shall be governed by and construed in accordance with the laws of the State where the services are provided, without regard to its conflict of laws principles. Any legal action or proceeding arising out of or relating to this Agreement shall be brought exclusively in the state or federal courts located in the State in which services were performed.

**SECTION 32**  
**Electronic Signatures, Counterparts, and Authority**

This Agreement and any related documents may be executed and delivered electronically, including by email or electronic signature software. Signatures transmitted electronically will be considered valid and binding as if they were original signatures.

This Agreement may be executed in one or more counterparts, each of which will be deemed an original but all of which together will constitute one and the same instrument. A signed copy of this Agreement transmitted by electronic means (such as email or other software) will have the same legal effect as an original signed copy.

The persons signing this Agreement represent that they have the proper authority to bind their respective party. If Client is entering into this Agreement on behalf any additional affiliated facilities, Client represents that it has the proper authority to bind those facilities to the terms of this Agreement. As such, Client will be jointly and severally liable under this Agreement for the obligations of such additional affiliated facilities.

**SECTION 33**  
**Severability and Waiver**

If any provision of this Agreement is found to be invalid, illegal, or unenforceable by a court of competent jurisdiction, the remaining provisions will continue in full force and effect. When possible, the parties agree to negotiate in good faith to replace any invalid or unenforceable provision with a legally valid alternative.

Failure or delay by either party to enforce any provision of this Agreement will not be considered a waiver of that provision or any other provision, and a waiver of any right(s) under this Agreement must be in writing and signed by the waiving party. No waiver of any default will be deemed a waiver of any subsequent default.

**SECTION 34**  
**Entire Agreement**

This Agreement and each duly executed Amendment or Exhibit represents the entire agreement between the parties and supersedes any prior understandings or agreements, whether written or oral, between the parties with respect to the subject matter herein. The parties acknowledge that they were given the opportunity to discuss this Agreement with legal counsel. Should any provision of this Agreement require judicial interpretation, the interpretation shall not apply any rule of construction to construe the provision(s) more strictly against one party. This Agreement will inure to the benefit of and will be binding upon the parties hereto and their respective



**CLIENT SERVICES AGREEMENT**  
Education Division

heirs, personal representatives, successors, and assigns, subject to the limitations contained herein. This Agreement may not be modified, amended, suspended, or waived, except by the mutual written agreement of the parties.

This Agreement and attached Assignment Confirmation contain terms that may only be altered when agreed upon in writing by both parties. ***(Please return all pages of this Client Services Agreement)***

CLIENT ID – CLIENT NAME

**133930 - FREEDOM AREA SCHOOL DISTRICT**

**New Direction Solutions, LLC dba ProCare Therapy**

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

# FRYE TRANSPORTATION GROUP, INC.

## 2026-2027 EMPLOYEE ROSTER

| 8/6/2026 | BOOK # 1             | BOOK # 2           | BOOK # 3            | BOOK # 4             |
|----------|----------------------|--------------------|---------------------|----------------------|
|          | ABBOTT, HARLEY       | FASEMYER, MELISSA  | LANTZY, TIMOTHY     | ROBBIE, GEORGE       |
|          | ALTMAN, HEATHER      | FERRENCE, DEB      | LENTZ, THOMAS       | ROBISON, MAKENZIE    |
|          | ARRINGTON, ELAINE    | FILIPEK, DAVID     | LLOYD, JOSHLYN      | ROBISON, SHANNON     |
|          | BAILEY, EUGENE       | FILIPEK, JENNIFER  | LOOMIS, CHRIS       | ROSSI, MICHAEL       |
|          | BARNEY, PATRICIA     | FISHER, CAROL      | LYONS, KAREN        | SANFORD, PAMELA      |
|          | BECKMAN, KATHLEEN    | FISHER, FRED       | MAHOVLICH, MAXINE   | SCHMIDLEY, BARBARA   |
|          | BEERCOOK, SANDRA     | FLARA, JOHN        | MANN, SYLVIA        | SEBECIC, MARY        |
|          | BERRY, DOUGLAS       | FLARA, RALPH       | MARICH, KELLIE      | SEBECIC, TAYLOR      |
|          | BERRY, HEATHER       | FOERSTER, KAREN    | MARTIN, JOANNE      | SECCHUITTI, MICHELLE |
|          | BIANCUCCI, LISA      | FRANCIS, JULIA     | MARTIN, JOHN        | SEIFERT, WILLIAM     |
|          | BIZZARRI, JULIA      | FRANCIS, WESLEY    | MATHIS, FREDERICK   | SELL, THEODORE       |
|          | BLOOM, DENNIS        | FRIDRICK, DOLORES  | MCCARTNEY, TAYLER   | SHAW, EDWARD         |
|          | BOVALINO, FRANK      | FRIDRICK, DON      | MCCLINTON, CHRISTAN | SHEPLER, JESSE       |
|          | BOYD, RONALD         | FRYE, CATHERINE    | MCCONNELL, ROBERT   | SMITH, ROBERT        |
|          | BRANDAO, BERNADINA   | FRYE, DANIEL       | MCGUIRE, KEVIN      | SOWINSKI, RICHARD    |
|          | BRANT, JIMMY         | GIANNETTI, JOHN    | MCKAY, BLAKE        | SPENCER, GLADYS      |
|          | BRANT, RICHARD       | GOODWIN, JASON     | MEYERS, COURTNEY    | STASIOWSKI, DIANE    |
|          | BRKICH, VALENTINE    | GREENE, ROBERT     | MICHAUX, BRUCE      | STILLWAGON, ROSE     |
|          | BROWELL, RICHARD     | GRIMES, GERALDINE  | MICHAUX, GABRIEL    | STONE, BETSY         |
|          | BROWN, LISA          | GRIMES, KATHY      | MITTICA, KATHERINE  | STONE, JOSEPH        |
|          | BUCHANAN, DARCI      | GULLISON, MARGARET | MOORE, GLADDIE      | SUDANO, NICK         |
|          | BUCKENHEIMER, WALTER | GUTHRIE, TERRI     | MORRISON, DEBRA     | SWARTZWELDER, LINDA  |
|          | BUSSARD, DAWN        | HAAG, DANIEL       | MORTIMER, SUMMER    | TETER, MERLE         |
|          | BUSSARD, RANDALL     | HAAG, VALERIE      | MRAOVIC, LINDA      | THOMAS, BYRDELL      |
|          | BYNUM, ELBERT        | HACKO, LAURIE      | MUNROE, AMY         | THOMPSON, BRUCE      |
|          | CAFRELLI, DON        | HARLOW, MARINA     | NARVETT, MATTHEW    | THOMPSON, WENDI      |

|  |                      |                      |                    |                    |
|--|----------------------|----------------------|--------------------|--------------------|
|  | CAVALIER, TAMMY      | HARMON, JANET        | NOBLE, JANET       | TREEMARCHI, KRISTA |
|  | CHAFFIN, COLLEEN     | HASKINS, GLENN       | NOHE, RICHARD      | TRESS, SHANNON     |
|  | CHAMBERLAIN, WILLIAM | HAUSER, VONITA       | NUZZO, DOMINIC     | TRIMBLE, KELLI     |
|  | CLIMO, JOSSELYN      | HEIDEL, JONATHAN     | OLSHANSKI, EDWARD  | TRITINGER, DAVID   |
|  | COFFIELD, JOHN       | HEIDEL, SARA         | ORAVITZ, DANA      | TROHAUGH, DAVID    |
|  | COLEMAN, BEVERLEY    | HINES, KAREN         | OURS, PATRICIA     | VEBELUN, BRENDA    |
|  | COLLINS, KATIE       | HOCKENBERRY, MELISSA | PACK, MYRIAH       | VOJNOVICH, JOHN    |
|  | COLLINS, MICHAEL     | HOEFFLER, ZHANNA     | PALAKOVICH, EDITH  | VONGRAY, CINDY     |
|  | CONKLE, FRANCIS      | HOGUE, ALAN          | PALAKOVICH, JOSEPH | VRONOSKI, MICHAEL  |
|  | COURSEY, JASON       | HOMITZ, JAMES        | PARRISH, KYLEE     | WALKER, JANET      |
|  | COWAN, MARIAN        | HOPKINS, ELISHIA     | PETROFF, BRIDGET   | WARE, MARGIE       |
|  | CRAIG, CYNTHIA       | HOPKINS, WESLEY      | PHILLIPS, DARIUSS  | WEAVER, RASHANE    |
|  | CULLUM, ISAAC        | HORTER, PATRICIA     | PIEPRZYK, BRENDA   | WERT, CHRISTINE    |
|  | DARGO, DEBORAH       | HUDSON, JANET        | PIERCE, DAWN       | WERT, HARRY        |
|  | DASCANIO, MICHAEL    | HUDSON, LOUIS        | PIKE, WILLIAM      | WILSON, AMBER      |
|  | DAVIS, TAMMI         | HURLEY, GREGORY      | PLUTKO, JUDITH     | WILSON, MILDRED    |
|  | DAWSON, SHELVEY      | HURLEY, LAWRENCE     | PODUNAVAC, MANDY   | WITTEBORT, BRETT   |
|  | DEEM, ROBERT         | HUSELTON, JAMES      | POINTS, KELLY      | YOUNG, MYA         |
|  | DEEMER, DEBORAH      | HUTCHINSON, JANET    | POWERS, RON        | YOUNT, DARLENE     |
|  | DELON, MARK          | JANICKI, MARSHA      | RAILING, JANICE    | YOUNT, STEVE       |
|  | DEPAOLIS, JOHN       | JOHNSON, IREATHA     | REESE, MARY        | ZAMORA, TAYLOR     |
|  | DEUTSCH, JAMIE       | JOHNSTON, DAVID      | REESE, PHOEBE      | ZULKA, GREGORY     |
|  | DIAMOND, ANDREIA     | JONAS, CONNIE        | REESE, SCOTT       | ZURIK, CASEY       |
|  | DOMITROVICH, CHELSEA | KETTERER, HARRY      | RICHARD, LINDA     |                    |
|  | DOWNER, AMY          | KETTERER, JUDY       | RICHARDS, APRIL    |                    |
|  | DOYLE, ARNELL        | KLINE, ROBERT        | RICKETTS, DENNIS   |                    |
|  | DOYLE, ROXANNE       | KLINESMITH, FRANCES  | RICKMAN, CHRIS     |                    |
|  | DUNLEAVY, GLORY      | KOVACIC, RUSSELL     | RIZZO, LAUREN      |                    |
|  | EMERY, BETTY         | KOVALESKY, REBECCA   | ROBBIE, GAYLE      |                    |
|  |                      |                      |                    |                    |

## FREEDOM AREA SCHOOL DISTRICT

### 2026-27 FHS Club & Activity Sponsors

| CLUB NAME                       | SPONSOR                                   |
|---------------------------------|-------------------------------------------|
| Art Club                        | Jim Gregg                                 |
| Book Club                       | Heather Giammaria                         |
| Coding Club (Computer Science)  | Brian Wargo                               |
| DECA                            | Cole Eged                                 |
| Forensics (Debate)              | Heather Giammaria                         |
| Freshman Class                  | Vacant                                    |
| Junior Class                    | Ivania McIlvain                           |
| Magic the Gathering             | Heather Giammaria                         |
| Math Club                       | Brian Wargo                               |
| Math League                     | Ed Majors                                 |
| Naturalist Club                 | Brian Wargo                               |
| Newspaper                       | Aaron Fitzpatrick                         |
| National Honor Society          | Cole Eged/Jessika Fontaine                |
| Pep Club                        | Heather Giammaria                         |
| Photography Club                | Brian Wargo                               |
| Physics Club                    | Brian Wargo                               |
| Rifle Club                      | Ed Majors                                 |
| Robotics                        | Brenden Wiatrak                           |
| Senior Class                    | Aaron Fitzpatrick                         |
| Ski Club                        | Linnea Homa                               |
| Sophomore Class                 | Craig Bohon                               |
| Spanish Club                    | Craig Bohon                               |
| Stock Market                    | Michelle Sterrett                         |
| Student Government              | Nate Langelli                             |
| Travel Club                     | Carrie Tuszynski/Cole Eged                |
| Varsity Club                    | Dave Badamo                               |
| YEA                             | Craig Bohon/Ruthanne Gudzan               |
| Yearbook                        | Aaron Fitzpatrick                         |
|                                 |                                           |
| SPECIAL EVENTS & ACTIVITIES     |                                           |
| Homecoming                      | Justin Turpin/Cole Eged                   |
| Parent Advisory Council         | Michelle Sterrett/Beth Roncevich          |
| HS Play Director                | Vacant                                    |
|                                 |                                           |
| ADDITIONAL PROGRAMS             |                                           |
| Student Advisory Council        | Steve Mott (Volunteer)                    |
| SADD/Young Ambassadors Club     | Barb Martz (Volunteer)                    |
| Big Brothers & Big Sisters Club | Barb Martz (Volunteer)                    |
| Diversity Club                  | Ruthanne Gudzan/Hope Bennett (Volunteers) |
| Drama Club                      | Heather Giammaria (Volunteer)             |