

**EAST ALLEGHENY SCHOOL DISTRICT  
MINUTES FOR THE REGULAR SCHOOL BOARD MEETING  
AUGUST 14, 2017**

**Committee Meeting 6:00 p.m. – Public Session 7:00 p.m.**

**EXECUTIVE SESSION**

The Board went into Executive Session from 6:15 to 6:57 p.m. for Personnel and Administrative matters.

The Board went into Executive Session from 6:57 to 7:10 p.m. for Student matters.\*  
Note: The start of the meeting was delayed due to Executive Session

**CALL TO ORDER**

The regular meeting of the School Board of the East Allegheny School District is called to order by Mrs. McCullough, the president, at 7:10 p.m.

Pledge of Allegiance

**ROLL CALL**

Mr. Eichler, Mrs. Gates, Ms. Green, Mrs. McCullough, Mr. Paradine, Mr. Pearsol, Ms. Rosenbayger (via phone), Mr. Savinda, Mr. Volpe.

**ALSO PRESENT:**

Mr. Mac Fann, Ms. Valicenti.  
Solicitor: Mr. Beisler.

**STUDENT  
REPRESENTATIVES**

No student representatives this month.

**MINUTES OF THE  
REGULAR MEETING  
OF JUNE 12, 2017 AND  
SPECIAL MEETING OF  
JUNE 19, 2017**

Mr. Pearsol moved and Mr. Volpe seconded the motion approving the minutes of the regular school board meeting of June 12, 2017 and of the special meeting of June 19, 2017.

The motion was passed, no dissenting votes.

**SUPERINTENDENT'S  
REPORT**

No report.

**HEAR FROM  
THE CITIZENS**

Mr. Pearsol moved and Mr. Paradine seconded the motion to dispense with the regular order of business to hear from the citizens.

The motion was passed, no dissenting votes.

**RESUME THE  
REGULAR ORDER  
OF BUSINESS**

Mr. Pearsol moved and Mr. Volpe seconded the motion to resume the regular order of business.

The motion was passed, no dissenting votes.

**COMMUNICATIONS:**

None.

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**APPROVE AGENDA  
IN TOTO**

Mr. Pearsol moved and Mr. Paradine seconded the motion to approve the agenda as a whole, with exceptions as noted.

Eichler	<u>None.</u>
Gates	<u>None.</u>
Green	<u>None.</u>
McCullough	<u>None.</u>
Paradine	<u>None.</u>
Pearsol	<u>None.</u>
Rosenbayger	<u>None (via phone).</u>
Savinda	<u>None.</u>
Volpe	<u>None.</u>

The motion was passed, no dissenting votes.

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**BUDGET & FINANCE**

**TREASURER'S MONTHLY  
FINANCIAL STATEMENT  
FOR APPROVAL (A)**

Mr. Pearsol moved and Mr. Paradine seconded the motion to approve the Treasurer's monthly statement.

The motion was passed, no dissenting votes.

**SECRETARY'S REPORT  
FOR APPROVAL (B)**

Mr. Pearsol moved and Mr. Paradine seconded the motion to approve the Secretary's report.

The motion was passed, no dissenting votes.

**COMMITTEE REPORTS:**

**BUDGET & FINANCE**

**BILLS FOR PAYMENT  
APPROVAL AND  
RATIFICATION (C)**

Mr. Pearsol moved and Mr. Paradine seconded the motion as recommended by the Administration the Board approve and ratify the payment of bills as follows:

July -	General Fund	-----	\$201,943.25
	Batch 1	-----	\$290,513.78
	Batch 98*	-----	\$132,787.07
August -	General Fund	-----	\$762,576.88
	Batch 1	-----	\$246,300.76
	Batch 98*	-----	\$222,591.49

\* Batch 98- Charter Schools

The motion was passed, no dissenting votes.

**BUDGET & FINANCE**

**PURCHASE ORDERS  
APPROVAL (D)**

Mr. Pearsol moved and Mr. Paradine seconded the motion as recommended by the Administration the Board approve purchase orders as follows:

July -            General Fund    -----    \$ 1,168.60  
August -        General Fund    -----    \$203,859.43

The motion was passed, no dissenting votes.

**CAFETERIA BILLS  
FOR PAYMENT (E)**

Mr. Pearsol moved and Mr. Paradine seconded the motion as recommended by the Administration the Board approve and ratify Cafeteria bills for payment in the following amounts:

July - \$71,413.38  
August - \$29,302.80

The motion was passed, no dissenting votes.

**FEDERAL PROGRAM  
BILLS FOR  
PAYMENT (F)**

Mr. Pearsol moved and Mr. Paradine seconded the motion as recommended by the Administration the Board approve and ratify the Federal Program bills for July and August as follows:

Title I 16-17                    -----    \$145,377.03  
Title II Part A 16-17        -----    \$48,005.34

The motion was passed, no dissenting votes.

**APPROVE EASTERN  
AREA SPECIAL  
COMMITTEE  
RESOLUTIONS (G)**

Mr. Pearsol moved and Mr. Paradine seconded the motion as recommended by the Administration the Board approve the following Eastern Area Special Schools Joint Committee Resolutions: No. 2017-1, Authorization of Mail Ballot and No. 2017-2, Budget.

The motion was passed, no dissenting votes.

**EPAYGOV.COM  
PAYMENTS GATEWAY  
AGREEMENT (H)**

Mr. Pearsol moved and Mr. Paradine seconded the motion as recommended by the Administration the Board approve entering into an agreement with ePayGov.com for the Payments Gateway, which would allow for acceptance of credit card transactions for tax payments, at no cost to the District.

The motion was passed, no dissenting votes.

**BUILDING & GROUNDS**

**USE OF PROPERTY REQUEST**

The Administration the Board approve and ratify the following requests for the use of the district facilities **at a cost to the organization according to board policy:**

<b><u>Group</u></b>	<b><u>Building/Grounds</u></b>	<b><u>Date Requested</u></b>	<b><u>Time</u></b>	<b><u>Activity</u></b>	<b><u>Cost</u></b>
<b><u>EAYFA (A)</u></b>	JSHS Stadium, Concession Stand, Press Box	Su, 8/20/17, 9/3/17, 9/17/17, 10/22/17 (Dates approved by AD)	8:00 a.m. – 8:00 p.m.	Flag Football	\$0
	JSHS Stadium, Concession Stand, Press Box	Su, 9/3/17, 10/1/17, 10/8/17, 10/15/17	7:00 a.m. – 8:00 p.m.	Youth Football	\$0
<b><u>EAAA (B)</u></b>	JSHS Baseball Field	Sa, 9/9/17, 9/23/17, 9/30/17 *	2:00 – 8:00 p.m.	Home Baseball Games	\$0
<b><u>Golden Triangles (C)</u></b>	JSHS Gym, Cafeteria, Indoor Court, Locker Rooms	Sa, 3/24/18	9:00 a.m. – 10:00 p.m.	Competition	\$2325

\* After confirmation of availability by the Athletic Director

**Mr. Pearsol noted that the organizations are to be notified that they must to put the goals back in place.**

**CURRICULUM**

**FIELD TRIP REQUESTS VARIOUS LOCATIONS (A)**

Mr. Pearsol moved and Mr. Paradine seconded the motion as recommended by the Administration the Board approve the requests from Holly Spallone and Eileen Joll, Science Teachers, approximately 50 AP Environmental Science and 8<sup>th</sup> Grade Honors Science students and possibly 2 additional parent chaperones to visit the following locations on the respective dates:

<b><u>Destination</u></b>	<b><u>Location</u></b>	<b><u>Dates</u></b>
White Oak Park	White Oak, PA	One date TBD in Sept., Oct., & March
YMCA Camp Kon O-Kwee	Fombell, PA	Friday, April 20, 2018
<del>Presque Isle State Park</del>	<del>Erie, PA</del>	<del>Friday, May 25, 2018</del>

Students will gain research experience and learn about the mechanisms of watersheds and the effects humans have on them. Students will also participate in hands on learning about the environment.

**COST TO THE DISTRICT:** Transportation (possibly) and two (2) substitutes for each date. Students are covering the costs of the Presque Isle trip. Students will fundraise as well. Costs are budgeted.

**Please note:** The Board approved the first two trips, but tabled the trip to Presque Isle State Park.

The motion was passed, no dissenting votes.

**CURRICULUM**

**CONFERENCE REQUEST  
PITTSBURGH, PA (B)**

Mr. Pearsol moved and Mr. Paradine seconded the motion as recommended by the Administration the Board approve the request from Linda Ripper, Science Teacher, to attend the PA Science Curriculum Council Meeting at North Hills High School, Pittsburgh PA on Friday, November 17, 2017 from 7:30 a.m. to 3:30 p.m. Mrs. Ripper will return with materials and lessons that can implemented in the classroom along with activities that can be shared with the science department. COST TO THE DISTRICT: One (1) substitute for one (1) day. Costs are budgeted.

The motion was passed, no dissenting votes.

**APPROVE GIFTED  
ACADEMIC EVENTS (C)**

Mr. Pearsol moved and Mr. Paradine seconded the motion as recommended by the Administration the Board approve the Gifted Program’s academic events as per the list below, **specific dates to be determined**. All activities are through the ESSPA Consortium. Participation will only be in those events that many students express an interest. It is anticipated that there will be the same participation as last year. COST TO THE DISTRICT: Transportation for each event attended. Costs are budgeted.

District	Event	Grade Level	Date
South Allegheny	Academic Endeavors	Middle School	October 2017
South Allegheny	Academic Endeavors	High School	October 2017
East Allegheny	Vocal	Middle School	TBD
East Allegheny	Vocal	High School	TBD
Heinz History Center	History Bowl	Middle School	TBD
Springdale	Creative Convention	High School	October 2017
Franklin Regional	Calculusolve	High School	November 2017
Hempfield Area	Word Master	Middle School	November 2017
Franklin Regional	Public Speaking	High School	November 2017
Hempfield Area	Word Master	High School	December 2017
Greensburg Salem	Calculusolve	Middle School	December 2017
Hempfield Area (Harold)	Geography Bowl	Middle School	December 2017
Hempfield Area	Geography Bowl	High School	December 2017
Science Ctr. (help Judge)	Science Bowl	Middle School	January 2018
Franklin Regional	Public Speaking	Middle School	February 2018
Woodland Hills	Equations	High School	February 2018
Woodland Hills	Equations	Middle School	February 2018
McKeesport	Mr. President	High School	February 2018
McKeesport	Mr. President	Middle School	February 2018
Plum	Chess	Middle School	February 2018
Plum	Chess	High School	February 2018
Kiski (NO BUS NEEDED)	Creative Writing	High School	February 2018
Kiski	Creative Writing	Middle School	February 2018
Steel Valley	Science Bowl	Middle School	March 2018
Gateway	Art Competition	Middle School	Spring 2018
Gateway	Art Competition	High School	Spring 2018
Greensburg Salem	Propaganda	Middle School	March 2018
West Mifflin	Academic Challenge	High School	March 2018
Hempfield (McKeesport)	Science Bowl	High School	April 2018
Greensburg Salem (Woodland Hills)	Propaganda	High School	April 2018
East Allegheny	Duo Drama	Middle School	May 2018
East Allegheny	Duo Drama	High School	May 2018
East Allegheny	Academic Challenge	Middle School	May 2018

The motion was passed, no dissenting votes.

**POLICY**

**ADOPTION OF  
POLICIES**

Mr. Pearsol moved and Mr. Paradine seconded the motion as recommended by the Administration the Board approve the adoption of the revisions to the following policies, as per attached:

- Policy #204, Attendance
- Policy #221, Dress and Grooming
- Policy #218, Student Discipline
- Policy #249, Anti-Bullying

The motion was passed, no dissenting votes.

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**STUDENT LIFE**

**AGREEMENT (A)**

Mr. Pearsol moved and Mr. Paradine seconded the motion as recommended by the Administration the Board approve the Agreement in Lieu of Expulsion for Student G.

The motion was passed, no dissenting votes.

**PMEA FESTIVAL  
DATES (B)**

Mr. Pearsol moved and Mr. Paradine seconded the motion as recommended by the Administration the Board approve the participation of selected students, along with one staff member, in the following PMEA District and Regional Orchestra, Band and Chorus Festivals. According to PMEA bylaws, directors are required to accompany their students and assist in the audition process. Transportation will be needed, however, in most circumstances, the school van will suffice and can be driven by the director involved. There is adequate money already budgeted to cover the Festivals listed below.

<b><u>Festival</u></b>	<b><u>Date(s)</u></b>	<b><u>Location</u></b>
Honors Orchestra	September 18, 2017	Fox Chapel HS
Honors Chorus	October 27-28, 2017	Trinity HS
Honors Orchestra	November 18-19, 2017	Bethel Park HS
“Mucho Macho” Chorus Fest.	November 1, 2017	TBA
“Sweet Harmony” Ch. Fest.	TBA	TBA
District Band East	January 10-12, 2018	Fox Chapel HS
District Chorus	January 24-26, 2018	McKeesport HS
District Orchestra	February 8-10, 2018	Gateway HS
Region Band	February 21-23, 2018	Plum HS
Region Chorus	February 28 - March 2, 2018	Butler HS
Jr. District Band East	March 23-24, 2018	Derry HS
Region Orchestra	March 22-24, 2018	Sharon HS
District JH Orchestra	TBA	Mt. Lebanon
Elementary String Festival	TBA	TBA

COST TO THE DISTRICT: Registration, transportation (school van), and one (1) substitute for the number of days listed for each festival.

The motion was passed, no dissenting votes.

**STUDENT LIFE**

**APPROVE MUSIC DEPARTMENT CONCERTS (C)**

Mr. Pearsol moved and Mr. Paradine seconded the motion as recommended by the Administration the Board approve the following list of concerts and activities for the 2017-2018 school year, as submitted by the East Allegheny Music Department and further request the use of the Junior/Senior High School and Logan Elementary School auditoriums and surrounding areas.

<u>Concert</u>	<u>Date</u>	<u>Location</u>	<u>Time</u>
High School Chorus Concert	Wednesday, December 06, 2017	EAJSHS	7:00 p.m.
High School Orchestra Concert	Wednesday, December 13, 2017	EAJSHS	7:00 p.m.
High School Band Concert	Wednesday, December 20, 2017	EAJSHS	7:00 p.m.
High School Midwinter Blues Chorus Concert	Wednesday, January 31, 2018	EAJSHS	7:00 p.m.
EA Musical	April 12-14, 2018	EAJSHS	TBA
High School Orchestra Concert	Tuesday, May 01, 2018	EAJSHS	7:00 p.m.
High School Band Concert	Wednesday, May 09, 2018	EAJSHS	7:00 p.m.
High School Chorus Concert	Wednesday, May 23, 2018	EAJSHS	7:00 p.m.
Logan Orchestra Concert	Wednesday, November 29, 2017	Logan	7:00 p.m.
Logan Orchestra Concert	Wednesday, March 28, 2018	Logan	7:00 p.m.

COST TO THE DISTRICT: None.

**EXECUTIVE SESSION**

The Board went into Executive Session from 6:15 to 6:57 p.m. for Personnel and Administrative matters.

**PERSONNEL**

**CHANGE IN STATUS TEMPORARY PROFESSIONAL EMPLOYEES TO PROFESSIONAL EMPLOYEES (A)**

Mr. Pearsol moved and Mr. Paradine seconded the motion as recommended by the Administration the Board approve the change in status for the following employees:

Wade Brown	Kaitlyn Gida
James Comunale	Brenna MacFann
Lauren Demsey	Delcie Schweitzer
Victoria Diges *	

*\* The Board waives the requirement for educational obligation for the previously issued Emergency Permit with Educational Obligation. It is noted that Mrs. Diges will not be assigned to an area outside of her current certifications.*

The motion was passed, no dissenting votes.

**REASSIGNMENTS (B)**

Mr. Pearsol moved and Mr. Paradine seconded the motion as recommended by the Administration the Board reassign the following staff members to the respective positions:

<u>Name</u>	<u>From Position</u>	<u>To Position</u>
Natalie Ciccanti	7 <sup>th</sup> Grade English	3 <sup>rd</sup> Grade
Ryan Encapera	JSHS Social Studies	Logan Dean of Students
Lisa Gigliotti	English 9, 11, 12	7 <sup>th</sup> Grade English

The motion was passed, no dissenting votes.

**PERSONNEL**

**RESIGNATION OF  
CAFETERIA  
GENERAL WORKER (C)**

Mr. Pearsol moved and Mr. Paradine seconded the motion as recommended by the Administration the Board accept the resignation of Joann Agostini from her position of Cafeteria General Worker, effective immediately, and further authorize the posting of this position.

The motion was passed, no dissenting votes.

**RESIGNATION OF  
COACH (D)**

Mr. Pearsol moved and Mr. Paradine seconded the motion as recommended by the Administration the Board accept the resignation of Joe Belobrajdich from his position of Boys 7<sup>th</sup>/8<sup>th</sup> Grade Assistant Soccer Coach and further ratify the posting of this position.

The motion was passed, no dissenting votes.

**LEAVE REQUEST  
THIRD GRADE  
TEACHER (E)**

Mr. Pearsol moved and Mr. Paradine seconded the motion as recommended by the Administration the Board approve the request from Kristina Miller, Third Grade Teacher, for a child rearing leave, commencing Wednesday, August 30, 2017 and concluding Friday, December 22, 2017. Mrs. Miller plans to return to her position on Tuesday, January 2, 2018. Further ratify the posting of the long term substitute position.

The motion was passed, no dissenting votes.

**MODIFICATION OF  
LEAVE REQUEST  
MATHEMATICS  
TEACHER (F)**

Mr. Pearsol moved and Mr. Paradine seconded the motion as recommended by the Administration the Board approve the modification of Jamie Rosenfeld's leave request from using a portion of her accumulated sick leave to exhausting her accumulated sick leave 25.5 days and utilizing the 5 emergency days, as per contract. Mrs. Rosenfeld further requests an additional .5 FMLA day, which with this modification, extends her leave by a total of 10 days. Mrs. Rosenfeld plans to return to her position on Thursday, November 30, 2017.

The motion was passed, no dissenting votes.

**LEAVE REQUEST  
GROUP I  
CUSTODIAN (G)**

Mr. Pearsol moved and Mr. Paradine seconded the motion as recommended by the Administration the Board approve and ratify the request from Barbara Uhring, JSBS Group I Custodian, for a Family Medical Leave to recover from surgery, retroactive to Thursday, July 6, 2017 and concluding, tentatively, Thursday, August 31, 2017. Mrs. Uhring plans to return to her position, tentatively, on Friday, September 1, 2017.

The motion was passed, no dissenting votes.



**PERSONNEL**

**HIRING OF  
LONG TERM  
SUBSTITUTES (H)**

Mr. Pearsol moved and Mr. Paradine seconded the motion as recommended by the Administration the Board hire the following individuals in the respective long term substitute positions:

<b><u>Name</u></b>	<b><u>City</u></b>	<b><u>Position</u></b>	<b><u>For</u></b>	<b><u>Dates</u></b>
Benjamin Blinn	Munhall	Mathematics	Jamie Rosenfeld	8/30/2017 - 11/30/2017
Crystal Grabowski	Pittsburgh	English	Lisa Gigliotti	8/30/2017 - 1/2/2018
Jeffrey Merlo	Charleroi	5 <sup>th</sup> Grade Special Ed	Brittany Hultberg	8/30/2017 - 11/13/2017
Christina Snyder	North Huntingdon	3 <sup>rd</sup> Grade	Kristina Miller	8/30/2017 - 1/2/2018

The motion was passed, no dissenting votes.

**HIRING OF  
SUPPORT  
STAFF (I)**

Mr. Pearsol moved and Mr. Paradine seconded the motion as recommended by the Administration the Board hire the following individuals in the respective positions, and in accordance with the agreement between the East Allegheny School District and the East Allegheny Educational Support Professionals:

<b><u>Name</u></b>	<b><u>City</u></b>	<b><u>Position</u></b>
Danielle Schmeltz	North Versailles	Teacher's Aide
Maria Lazzaro	North Versailles	Teacher's Aide
Nicole Ritenour	Wilmerding	Cafeteria General Worker

The motion was passed, no dissenting votes.

**CREATE POSITION  
DISTRICT MAINTENANCE/  
GROUNDS/CUSTODIAL  
UTILITY WORKER (J)**

Mr. Pearsol moved and Mr. Paradine seconded the motion as recommended by the Administration the Board create the position of District Maintenance/Grounds/Custodial Utility Worker and further authorize the posting of this position.

The motion was passed, no dissenting votes.

**DISSOLVE POSITION  
MAINTENANCE/  
MECHANIC WORKER (K)**

Mr. Pearsol moved and Mr. Paradine seconded the motion as recommended by the Administration the Board dissolve the position of Maintenance/Mechanic Worker.

The motion was passed, no dissenting votes.

**HIRING OF  
COACH (L)**

Mr. Pearsol moved and Mr. Paradine seconded the motion as recommended by the Administration the Board hire Christopher Miller, North Versailles, as the Assistant Boys 7<sup>th</sup>/8<sup>th</sup> Grade Soccer Coach, and in accordance with the agreement between the East Allegheny School District and the East Allegheny Education Association.

The motion was passed, no dissenting votes.

**PERSONNEL**

**SUBSTITUTES FOR APPROVAL (M)**

Mr. Pearsol moved and Mr. Paradine seconded the motion as recommended by the Administration the Board approve the following substitutes in the respective areas:

Terry Martin	North Versailles	Secretary/Aide, Cafeteria
Christopher Miller	North Versailles	Cafeteria
Lawrence Spahr	North Versailles	Custodial

The motion was passed, no dissenting votes.

**HIRING OF COACH (N)**

Mr. Pearsol moved and Mr. Paradine seconded the motion as recommended by the Administration the Board hire Danielle Healis, Pittsburgh, as the Girls Head Varsity Volleyball Coach, and in accordance with the agreement between The East Allegheny School District and the East Allegheny Education Association.

The motion was passed, no dissenting votes.

**REASSIGNMENT OF CAFETERIA 3-HOUR GENERAL WORKER (O)**

Mr. Pearsol moved and Mr. Paradine seconded the motion as recommended by the Administration the Board reassign Helen Barone from the 10:00 a.m. – 1:00 p.m. Cafeteria 3-Hour General Worker position to the Cafeteria 3-Hour General Satellite Cafeteria Worker position, and in accordance with the agreement between the East Allegheny Board of School Directors and the East Allegheny Educational Support Professionals. Further authorize the posting of Mrs. Barone’s former cafeteria position.

The motion was passed, no dissenting votes.

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**FEDERAL PROGRAMS REPORT:**

**FEDERAL PROGRAMS REPORT**

Submitted by  
Betsy D’Emidio  
for June and July 2017

During the month of June, the end of the year data that was received from the Title I teachers was reviewed in order to gain insight on the strengths and weaknesses of the students who received services. This data will be used as a projection for the 17-18 school year.

I reviewed the various forms that will be given to the Title I teacher’s for the 17-18 school year such as The Parent’s Right to Know letters and the Highly Qualified Teacher/Paraprofessional letter. They will be distributed to parents/guardians and also posted on the Federal Programs website. Other forms and letters such as the Homeless letter and the Attestation letter to the building principals were reviewed for distribution at the start of the 17 – 18 school year.

Mrs. McCoy and I worked on the Federal Programs e-Grants for Title I, Title II Part A and Title IV (new for the 17 – 18 school year). There were many changes to all the programs on the e-Grants. Mrs. McCoy also showed me the quarterly reports that are done in January, April, July and October that need to be completed on the PDE Suite webpage under the FAI (Financial Accounting). Reports need to be completed on time in order for funds to be disbursed in each Federal Program.

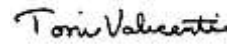
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**OLD BUSINESS:** None.

**NEW BUSINESS:** None.

**ADJOURNMENT** Ms. Green moved and Mr. Paradine seconded the motion to adjourn at 7:33 p.m.

Toni Valicenti



Board Secretary

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**HEAR FROM THE CITIZENS**

\* The Board permitted the panel who came to appeal for student Jahi Rox in Executive Session – Sharon and Gus Rox, Mr. Kaminski, Pastor Caldwell, Pastor Perry. Jahi Rox spoke on his own behalf and apologized for what he did this past April 2017. He has participated in rehab, classes and has been mentored. He wants a chance. He learned his lesson and he needs to get back to school and football. He is hoping for a scholarship. He knows he did wrong and is asking for a second chance. He asked to Board to please give consideration to his request and thanked them for their time. Mr. Beisler provided comments related to this situation. He mentioned that the family did have 30 days to appeal, and they did not. He realizes that playing ball is important and that he is trying to turn his life around. The Board will meet and discuss this request and reply back in a timely fashion.

Melodi Janosko, East McKeesport – Dress Code

Tanya Nichol, North Versailles – Hiring of Teacher’s Aide Position at East Allegheny

Cortney Verner, Wilmerding – Dress Code Policy/Clearances

East Allegheny School District  
Treasurer's Monthly Financial Statement

6/29/2017

Bank Balance			\$635,283.53
Outstanding Checks			(\$1,332,142.80)
<b>Book Balance - May 2017</b>			<b>(\$696,859.27)</b>
May 2017			
Current Real Estate Taxes		\$128.30	
Public Utility Tax		\$0.00	
Payments in Lieu of Current		\$0.00	
Local Tax		\$1,878.43	
Earned Income Tax		\$137,032.40	
Deed Transfer Tax		\$9,343.86	
Business Privilege		\$13,073.68	
Amusement		\$695.99	
Mercantile Tax		\$41,394.55	
Delinquent Real Estate Tax		\$86,241.60	
Delinquent Business Privilege		\$417.32	
Delinquent Mercantile Tax		\$0.00	
Interest, Temporary Investments		\$8,600.95	
Bookstore Sales		\$0.00	
State Revenue Received		\$0.00	
Rentals		\$9,779.62	
Contrib & Donations from Prvt.		\$0.00	
Gains/Losses on Sale of Fixed		\$0.00	
Tuition From Patrons		\$144,168.94	
Miscellaneous Revenue		\$1,516.03	
Tuition for Court Place & Inst		\$0.00	
Energy Efficient Rebates		\$0.00	
Refunds		\$0.00	
Basic Instructional Subsidy		\$0.00	
Vocational Education-capital		\$0.00	
Tuition for Court Place & Inst		\$0.00	
Special Education Funding		\$150,000.00	
Other Program Subsidies		\$0.00	
Transportation		\$0.00	
Transportation - Duquesne		\$0.00	
Rentals and Sinking Fund		\$168,487.76	
Medical and Dental Services		\$0.00	
Nurse Services		\$0.00	
Safe Schools		\$35,000.00	
Extra Grants		\$0.00	
Accountability		\$0.00	
State Share of Social Security		\$125,326.46	
Retirement payments		\$0.00	
E-Rate Payment		\$0.00	
Medical Assistance Reimb		\$0.00	
Ed of Disadvan		\$95,585.08	
Ed of Hand. Child. - Preschl		\$9,388.37	
Medical Assistance Reimb		\$0.00	
ARRA - Education Jobs Fund		\$0.00	
Refunds of Prior Years		\$0.00	
<b>Total Budgetary Revenues</b>		<b>\$1,038,059.34</b>	

East Allegheny School District  
Treasurer's Monthly Financial Statement

6/29/2017

<b>Disbursements for May 2017</b>			
1100 Regular Programs	\$1,050,952.73		
1200 Special Programs	\$283,927.62		
1300 Vocational Education	\$24,406.82		
1400 Other Instructional Programs	\$30,229.50		
1500 Non-Public School Programs	\$0.00		
1600 Adult Education	\$0.00		
1800 Other Purchased Services	\$0.00		
2100 Pupil Personnel	\$83,859.24		
2200 Instructional Staff	\$24,791.16		
2300 Administration	\$128,703.96		
2400 Pupil Health	\$26,758.00		
2500 Fiscal Services	\$30,041.90		
2600 Operations & Maintenance of Plant	\$220,253.76		
2700 Student Transportation	\$254,896.96		
2800 Central Support Services	\$26,506.20		
2900 Other Support Services	\$0.00		
3200 Student Activities	\$58,450.68		
3300 Community Services	\$1,867.79		
4000 Facil Acq Const & Improv	\$0.00		
5000 Other Financing Uses	\$0.00		
5100 Debt Service	\$19,643.69		
5200 Fund Transfer: Cafeteria	\$42,313.54		
5800 Transmittal Accounts	\$0.00		
<b>Total Budgetary Expenditures</b>	<b>\$2,307,603.55</b>		
<b>Athletic Account</b>			
<b>Fund 11</b>			
Bank Balance - May 2017			\$12,472.13
Outstanding Checks			(\$110.00)
<b>Balance as of 5/31/17</b>			<b>\$12,362.13</b>
<b>Swap Interest</b>			
Bank Balance - May 2017			<b>\$88,351.53</b>

East Allegheny School District  
Treasurer's Monthly Financial Statement

7/20/2017

Bank Balance			\$523,281.79
Outstanding Checks			(\$1,527,821.28)
<b>Book Balance - June 2017</b>			<b>(\$1,004,539.49)</b>
June 2017			
Current Real Estate Taxes		(\$451.34)	
Public Utility Tax		\$0.00	
Payments in Lieu of Current		\$0.00	
Local Tax		\$4,165.73	
Earned Income Tax		\$134,433.07	
Deed Transfer Tax		\$14,834.94	
Business Privilege		\$8,434.73	
Amusement		\$397.95	
Mercantile Tax		\$5,377.65	
Delinquent Real Estate Tax		\$129,352.43	
Delinquent Business Privilege		\$1,844.10	
Delinquent Mercantile Tax		\$1,193.44	
Interest, Temporary Investments		\$11,445.27	
Bookstore Sales		\$445.00	
State Revenue Received		\$94,421.28	
Rentals		\$9,179.62	
Contrib & Donations from Prvt.		\$0.00	
Gains/Losses on Sale of Fixed		\$753.50	
Tuition From Patrons		\$109,879.43	
Miscellaneous Revenue		\$1,022.15	
Tuition for Court Place & Inst		\$0.00	
Energy Efficient Rebates		\$0.00	
Refunds		\$0.00	
Basic Instructional Subsidy		\$2,089,844.68	
Vocational Education-capital		\$0.00	
Tuition for Court Place & Inst		\$123,627.45	
Special Education Funding		\$298,155.17	
Other Program Subsidies		\$0.00	
Transportation		\$42,927.00	
Transportation - Duquesne		\$8.06	
Rentals and Sinking Fund		\$0.00	
Medical and Dental Services		\$0.00	
Nurse Services		\$0.00	
Safe Schools		\$0.00	
Extra Grants		\$0.00	
Accountability		\$0.00	
State Share of Social Security		\$0.00	
Retirement payments		\$511,880.46	
E-Rate Payment		\$0.00	
Medical Assistance Reimb		\$0.00	
Ed of Disadvan		\$47,792.54	
Ed of Hand. Child. - Preschl		\$103,788.70	
Medical Assistance Reimb		\$0.00	
ARRA - Education Jobs Fund		\$0.00	
Refunds of Prior Years		\$3,463.76	
<b>Total Budgetary Revenues</b>		<b>\$3,748,216.77</b>	

East Allegheny School District  
Treasurer's Monthly Financial Statement

7/20/2017

<b>Disbursements for June 2017</b>			
1100 Regular Programs	\$2,559,459.92		
1200 Special Programs	\$849,909.43		
1300 Vocational Education	\$378,141.97		
1400 Other Instructional Programs	\$55,978.33		
1500 Non-Public School Programs	\$0.00		
1600 Adult Education	\$0.00		
1800 Other Purchased Services	\$0.00		
2100 Pupil Personnel	\$118,253.39		
2200 Instructional Staff	\$39,600.99		
2300 Administration	\$191,422.78		
2400 Pupil Health	\$37,137.42		
2500 Fiscal Services	\$57,719.89		
2600 Operations & Maintenance of Plant	\$227,959.03		
2700 Student Transportation	\$330,994.34		
2800 Central Support Services	\$16,579.89		
2900 Other Support Services	\$0.00		
3200 Student Activities	\$24,445.76		
3300 Community Services	\$547.77		
4000 Facil Acq Const & Improv	\$0.00		
5000 Other Financing Uses	(\$7.02)		
5100 Debt Service	\$35,748.67		
5200 Fund Transfer: Cafeteria	\$57,047.43		
5800 Transmittal Accounts	\$0.00		
<b>Total Budgetary Expenditures</b>	<b>\$4,980,939.99</b>		
<b>Athletic Account</b>			
<b>Fund 11</b>			
Bank Balance - June 2017			\$12,362.13
Outstanding Checks			\$0.00
<b>Balance as of 6/30/17</b>			<b>\$12,362.13</b>
<b>Swap Interest</b>			
Bank Balance - June 2017			<b>\$99,468.99</b>

East Allegheny School District  
Secretary's Report

6/29/2017

<b>Summary Statement of 2016-2017 General Fund Operations as of May 2017</b>		
Cash Balance - May 2017		
Huntington Bank	\$	(696,859.27)
PSDLAF		\$34,759.75
PLGIT		\$1,771.70
Energy Sinking Fund		\$6,200.62
Capital Improvement		\$294,848.57
Swap		\$88,351.53
<b>TOTAL</b>		<b>(\$270,927.10)</b>
Receipts: May 2017		
6000 Local Sources	\$15,516,116.57	
7000 State Sources	\$10,619,915.69	
8000 Federal Sources	\$1,195,062.89	
9500 Refunds-Prior Year	\$19,038.62	
<b>Total</b>	<b>\$27,350,133.77</b>	
Tax Anticipation Loan	<b>\$12,970.40</b>	
Disbursements: May 2017		
1100 Regular Programs	\$11,014,395.34	
1200 Special Programs	\$3,607,019.34	
1300 Vocational Education	\$232,220.32	
1400 Other Instructional Programs	\$308,917.55	
1500 Non-Public School Programs	\$0.00	
2100 Pupil Personnel	\$873,525.91	
2200 Instructional Staff	\$311,877.81	
2300 Administration	\$1,381,370.91	
2400 Pupil Health	\$260,816.89	
2500 Fiscal Services	\$343,783.87	
2600 Operations & Maintenance of Plant	\$2,239,584.73	
2700 Student Transportation	\$2,349,017.41	
2800 Central Support Services	\$75,898.06	
2900 Other Support Svcs	\$15,848.07	
3200 Student Activities	\$373,882.21	
3300 Community Services	\$6,711.99	
4000 Facil Acq Const & Improv	\$0.00	
5000 Other Financing Uses	\$3,626.83	
5100 Debt Service	\$2,714,608.35	
5200 Fund Transfer: Cafeteria	\$128,187.06	
<b>Total Disbursements: May 2017</b>	<b>\$26,241,292.65</b>	
Athletic Account		
Balance	\$12,472.13	
Outstanding Checks	(\$110.00)	
<b>Balance as of 5/31/17</b>	<b>\$12,362.13</b>	



East Allegheny School District  
Secretary's Report

7/20/2017

<b>Summary Statement of 2016-2017 General Fund Operations as of June 2017</b>		
Cash Balance - June 2017		
Huntington Bank	\$ (1,004,638.49)	
PSDLAF	\$180,888.61	
PLGIT	\$1,774.20	
Energy Sinking Fund	\$6,200.62	
Capital Improvement	\$295,072.33	
Swap	\$99,468.99	
<b>TOTAL</b>	<b>(\$421,233.74)</b>	
Receipts: June 2017		
6000 Local Sources	\$16,042,845.52	
7000 State Sources	\$13,686,358.51	
8000 Federal Sources	\$1,346,644.13	
9500 Refunds-Prior Year	\$22,502.38	
<b>Total</b>	<b>\$31,098,350.54</b>	
Tax Anticipation Loan	<b>\$12,980.24</b>	
Disbursements: June 2017		
1100 Regular Programs	\$13,573,855.26	
1200 Special Programs	\$4,456,928.77	
1300 Vocational Education	\$610,362.29	
1400 Other Instructional Programs	\$364,895.88	
1500 Non-Public School Programs	\$0.00	
2100 Pupil Personnel	\$991,779.30	
2200 Instructional Staff	\$351,478.80	
2300 Administration	\$1,572,793.69	
2400 Pupil Health	\$297,954.31	
2500 Fiscal Services	\$401,503.76	
2600 Operations & Maintenance of Plant	\$2,467,543.76	
2700 Student Transportation	\$2,680,011.75	
2800 Central Support Services	\$92,477.95	
2900 Other Support Svcs	\$15,848.07	
3200 Student Activities	\$398,327.97	
3300 Community Services	\$7,259.76	
4000 Facil Acq Const & Improv	\$0.00	
5000 Other Financing Uses	\$3,619.81	
5100 Debt Service	\$2,750,357.02	
5200 Fund Transfer: Cafeteria	\$185,234.49	
<b>Total Disbursements: June 2017</b>	<b>\$31,222,232.64</b>	
Athletic Account		
Balance	\$12,362.13	
Outstanding Checks	\$0.00	
<b>Balance as of 6/30/17</b>	<b>\$12,362.13</b>	

PAYROLL		JUNE 2017					
<b>RECONCILLIATION</b>							
as of 6/1/2017							
<b>BALANCE</b>		\$	-				
PAYROLL - DD Fixed		\$	14,502.78				
PAYROLL - DD Net		\$	775,453.41				
PAYROLL - Net ( not DD)		\$	21,405.54	6/2/2017			
		\$	17,364.25	6/19/2017			
		\$	15,920.78	6/30/2017			
		\$	<b>844,646.76</b>	<b>TOTAL PAYROLL</b>			
<b>DEPOSITS</b>							
PAYROLL - Web to DDA from		\$	278,740.58	6/2/2017			
DDA General Fund		\$	286,014.23	6/15/2017			
		\$	279,891.95	6/29/2017			
		\$	<b>844,646.76</b>	<b>TOTAL PAYROLL</b>			
<b>Beginning Balance</b>							
<b>Statement Balance</b>		\$	<b>11,573.21</b>				
<b>Deposits not credited</b>							
<b>Debits not credited</b>							
<b>Outstanding Checks</b>		\$	<b>12,257.32</b>				
		\$	<b>889.91</b>	Check #87016 5/8/15 was stop payment and reissued on 5/29/15 CK#87092 in			
				the amount of \$889.91. Later found that CK#87016 had been cashed and			
				stop payment should not have been issued by Huntington bank. Bank personnel			
				to get back to me concerning this issue, EASD Payroll Account should be			
<b>BALANCE</b>				reimbursed the \$889.91 as our account is short this amount and check has been			
	<b>VOIDED CHECK #87994</b>	\$	<b>(205.80)</b>	honored twice by Huntingdon Bank - gmt 10/1/15			
		\$	-	Spoke to Janet Slaughter at Huntington Bank on 3/30/16, she is to again look into			
		\$	(0.00)	why we have not received any information in regards to being			
				reimbursed as this is being reviewed by them as a fraud case. Ms. Slaughter is to			
				call me back.			
<b>Ending Balance</b>							
<b>6/30/2017</b>							

\_\_\_\_\_  
 Glenda M. Taylor, Payroll Secretary

6/30/2017  
 Date

Bills for Approval and Ratification July 2017

Vendor	Description	Code	Amount
<b>Fund 10</b>	<b>Ratification</b>		
AT&T	Business Services	2620-530-000-00	\$ 3,591.31
AT&T Mobility	Cell Phones	2620-530-000-00	\$ 51.77
Daniel Beisler	Retainer, Delinquent Taxes	2350-330-000-00	\$ 6,550.00
Comcast	District Run Charter School	1110-390-000-00	\$ 142.71
Dex Media	Advertising Services	2620-530-000-00	\$ 39.15
Direct Energy	Gas/GV	2620-621-000-10	\$ 199.93
Duquesne Light Co.	Electric/HS	2620-622-000-30	\$ 9,909.64
N.V.T.S.A.	Sewage/Logan, GV, HS	2620-424-000-00	\$ 2,327.75
Verizon Wireless	Cell Phones	2620-530-000-00	\$ 976.38
Kathleen Osiecki	Score Keeper/Video Taped	3250-340-000-30	\$ 1,120.00
Mike Osiecki	Video Taped	3250-340-000-30	\$ 720.00
Robert Trautwine	Announcer	3250-340-000-30	\$ 360.00
PSERS	Employee's Retirement Pymt for May	0462-230-000-00	\$ 66,808.72
PSERS	Buyback for May	0462-011-000-00	\$ 65.28
Mike DiCesare	Timer/Judge	3250-340-000-00	\$ 120.00
Duquesne Light Co.	Electric/Logan	2620-422-000-30	\$ 11,533.19
Kelly Services	Substitute Teacher Services	2832-330-000-00	\$ 9,781.20
Bobby Knox	Transportation/May	2720-519-000-00	\$ 135.00
NAPA	Supplies	2650-610-000-00	\$ 6.77
Cindy Pastor	Transportation/May	2720-519-000-00	\$ 630.00
Peoples	Gas/Stadium, Logan, HS	2620-621-000-00	\$ 3,256.34
UGI Energy	Gas/Logan, HS	2620-620-000-00	\$ 1,954.71
UPMC	Worker's Comp	2120-260-000-00	\$ 6,946.00
Verizon	Phones	2620-530-000-00	\$ 373.75
AFLAC	Employee Deduction	0462-006-000-00	\$ 908.60
Alcose Credit Union	Employee Deduction	0462-008-000-00	\$ 11,179.32
Cal-ed Federal Credit	Employee Deduction	0462-016-000-00	\$ 190.00
TSA Consulting	Employee Deduction	0462-003-000-00	\$ 8,615.00
Washington National	Employee Deduction	0462-004-000-00	\$ 2,158.81
AT&T	Phones	2620-530-000-00	\$ 212.84
Bank of New York	Bond Fees	2390-331-000-00	\$ 1,575.00
Linda Croushore	Design Team Meeting	2360-320-000-00	\$ 350.00
Duquesne Light Co.	Electric/Unmetered	2620-622-000-00	\$ 298.73
Homestead Business	Calculator Ribbons	2500-610-000-00	\$ 13.50
Bobby Knox	Reimburse/Transportation	2720-519-000-00	\$ 135.00
U.S. Postal Service	Postage	2540-530-000-00	\$ 1,500.00
Verizon Wireless	Cell Phones	2620-530-000-00	\$ 74.17
Wex Bank	Gas for District Vehicles	2650-620-000-00	\$ 441.87
Capital One	Monthly Loan Payment	5100-832-000-00	\$ 19,643.69
First National Bank	Supplies	0480-300-000-00	\$ 3,170.57
American United Life	Income Insurance	1110-214-000-00	\$ 242.76
Dex Media	Advertising Services	2620-530-000-00	\$ 480.00
Duquesne Light Co.	Electric/GV	2620-622-000-10	\$ 363.53
Kelly Services	Substitute Teacher Services	2832-330-000-00	\$ 68.40
Madison National Life	Income Insurance	0483-214-000-00	\$ 1,365.81
Cindy Pastor	Reimburse/Transportation	2720-519-000-00	\$ 180.00
School Claims	Life Insurance/July 2017	0421-100-000-00	\$ 2,525.67
Verizon	Phones	2620-530-000-00	\$ 956.99

Bills for Approval and Ratification July 2017

Verizon	Long Distance	2620-530-000-00	\$	55.76
HAB-DLT	Employee Deduction	0462-015-000-00	\$	131.00
Consortium for Public Ed	Employee Deduction	0462-019-000-00	\$	88.50
Pennsylvania SCDU	Child Support	0462-014-000-00	\$	471.78
PHEAA	Wage Attachment	0462-015-000-00	\$	339.69
TSA Consulting	Employee Deduction	0462-003-000-00	\$	50.00
AT&T Mobility	Cell Phones	2620-530-000-00	\$	51.77
Comcast	District Run Charter School	1110-390-000-00	\$	142.72
Dex Media	Advertising Services	2620-530-000-00	\$	84.45
Kelly Services	Substitute Teacher Services	2832-330-000-00	\$	5,335.20
Bobby Knox	Reimburse/Transportation	2720-519-000-00	\$	90.00
M.A.W.C.	Water/GV, Logan, HS	2620-424-000-00	\$	3,904.14
UPMC	Worker's Comp	2620-610-000-00	\$	6,122.00
Verizon Wireless	Cell Phones	2620-530-000-00	\$	826.38

**Bills for Ratification** **\$ 201,943.25**

**Batch 1** **\$ 290,513.78**

**Batch 98 Charter Schools** **\$ 132,787.07**

**Total Bills for Approval & Ratification** **\$ 625,244.10**

Bills for Approval and Ratification August 2017

Vendor	Description	Code	Amount
<b>Fund 10</b>	<b>Ratification</b>		
Keystone Municipal	Local Tax	0462-025-000-00	\$ 2,736.81
Keystone Municipal	Wage Tax	0462-020-000-00	\$ 33,562.19
United Way	Employee Deduction	0462-012-000-00	\$ 90.00
PSERS	Employee's Share of Retirement	0462-230-000-00	\$ 96,878.40
PSERS	Buyback	0462-011-000-00	\$ 65.28
AT&T	Business Services	2620-530-000-00	\$ 3,641.68
Daniel Beisler	Retainer/Tax Collector Acct	2330-330-000-00	\$ 6,825.00
Duquesne Light Co.	Electric/HS, Logan	2620-622-000-00	\$ 28,302.91
N.V.T.S.A.	Sewage/GV, HS, Logan	2620-424-000-00	\$ 2,825.00
Peoples	Gas/Stadium, GV, Logan, HS	2620-621-000-00	\$ 3,271.72
Verizon	Phones	2620-530-000-00	\$ 372.25
Capital One	Monthly Payment	5100-832-000-00	\$ 19,643.69
East Allegheny Education	Union Dues	0462-009-000-00	\$ 8,261.97
East Allegheny Personnel	Union Dues	0462-010-000-00	\$ 819.70
Pennsylvania SCDU	Child Support	0462-014-000-00	\$ 471.78
ACSHIC	Healthcare for June's coverage	0421-000-000-00	\$ 265,736.52
AT&T	Phones	2620-530-000-00	\$ 212.84
Comdoc Inc.	Graphics	1351-430-201-30	\$ 1,253.48
Linda Croushore	Design Team Meeting	2360-320-000-00	\$ 350.00
Direct Energy	Gas/GV	2620-621-000-10	\$ 5.56
Duquesne Light Co.	Electric/GV	2620-622-000-10	\$ 475.00
Kelly Services	Substitute Teacher Services	2832-330-000-00	\$ 6,498.00
Matthew Lorenzo	Reimburse for Material	1225-610-271-30	\$ 37.98
U.S. Postal	Postage	2540-530-000-00	\$ 1,500.00
UGI	Gas/Logan, HS	2620-621-000-30	\$ 840.86
Verizon Wireless	Cell Phones	2620-530-000-00	\$ 74.22
Wex Bank	Gas for District Vehicles	2650-620-000-00	\$ 422.95
UC Tax Services	Quarterly UC	3210-250-000-00	\$ 198.78
First National Bank	Supplies, Parts	2650-610-000-00	\$ 1,389.60
Thompson-Gusic	Treasurer's Bond (Steve Volpe)	2310-525-000-00	\$ 100.00
American United	Income Insurance	1110-214-000-00	\$ 242.76
Linda Carlson	Reimburse/Read-A-Thon Supplies	3210-619-000-22	\$ 404.29
Dex Media	Advertising Services	2620-530-000-00	\$ 480.00
Direct Energy	Electric/We	2620-622-000-00	\$ 674.91
Duquesne Light Co.	Electric/Unmetered	2620-622-000-00	\$ 297.94
William Fries	Reimburse/Cell Phone and Work Clothing	2640-610-000-00	\$ 215.59
Kelly Services	Substitute Teacher Services	2832-330-000-00	\$ 7,113.60
Madison National Life	Income Insurance	0493-214-000-00	\$ 1,365.81
PSERS	Buyback/C. McCoy	2500-230-010-00	\$ 63.32
Pittsburgh Reporting Svcs	Depositions/Roger D'Emidio, Richard Grubb	2350-330-000-00	\$ 577.69
School Claims Svcs	Life Insurance/Aug 2017	0421-100-000-00	\$ 2,525.67
Verizon	Phones	2620-530-000-00	\$ 799.57
Houghton Mifflin Harcourt	New Book Series	1110-640-000-10	\$ 55,809.04
Pennsylvania SCDU	Child Support	0462-014-000-00	\$ 471.78
Arthur J. Gallagher	Student Athletic & Accident Insurance	3250-529-000-30	\$ 8,684.00
Daniel Beisler	Retainer/Tax Collector Acct	2350-330-000-00	\$ 5,589.00
Aflac	Employee Deduction	0462-006-000-00	\$ 908.60
Alcose Credit Union	Employee Deduction	0462-008-000-00	\$ 11,099.32

Bills for Approval and Ratification August 2017

Cal-ed Federal Credit	Employee Deduction	0462-016-000-00	\$	190.00
Corsortium for Public Ed	Employee Deduction	0462-019-000-00	\$	59.00
PHEAA	Wage Attachment	0462-015-000-00	\$	226.46
TSA Consulting	Employee Deduction	0462-003-000-00	\$	8,255.00
Washington National Ins	Employee Deduction	0462-004-000-00	\$	2,121.20
PSERS	Employee's Share of Retirement	0462-230-000-00	\$	59,639.46
PSERS	Buyback	0462-011-000-00	\$	25.24
ASTA	PMEA Membership Dues	3210-580-000-30	\$	116.00
Eastern Surban Umpires	Baseball/Softball Assignor	3250-490-000-30	\$	255.00
M.A.W.C.	Water/Logan, HS	2620-424-000-00	\$	1,407.51
PMEA	PMEA Membership Dues	3210-580-000-30	\$	136.00
Verizon	Long Distance	2620-530-000-00	\$	55.72
WAADA	Athletic Dues	3250-810-000-30	\$	125.00
Wabtec	Refund - 2 of 5 Pymts	5100-880-000-00	\$	105,537.47
Dex Media	Advertising Services	2620-530-000-00	\$	84.45
M.A.W.C.	Water/GV	2620-424-000-00	\$	156.31
<b>Bills for Ratification</b>			<b>\$</b>	<b>762,576.88</b>
<b>Batch 2</b>			<b>\$</b>	<b>246,300.76</b>
<b>Batch 98 Charter Schools</b>			<b>\$</b>	<b>222,591.49</b>
<b>Total Bills for Approval &amp; Ratification</b>				<b>\$ 1,231,469.13</b>



Date: 06/29/17  
 Time: 08:17:33

East Allegheny School District  
 Purchase Order List 2016-2017

Page: 1  
 BAR026  
 DATE: 06/01/17-06/29/17

PO #	Date	Vendor Number	Vendor Name	Original Amount	Relief Amount	Invoice Amount	Outstanding Amount	Close Date
16000297	06/01/17	003579	FORMAX	1,168.60	1,168.60	1,141.00		06/21/17
<b>Nonexpenditure Amt:</b>								
<b>0.00 - 0.00 = 0.00</b>								
<b>Report Totals</b>				<b>1,168.60</b>	<b>1,168.60</b>	<b>1,141.00</b>		<b>0.00</b>



Cafeteria Bill List  
July 16-17

	INVOICE		AMOUNT	PAYMENT	INVOICE
3626	Allegheny Refrigeration	Servie & Repair to walk in cooler	\$246.00	7/10/17	96055
3627	Monteverde's	Fresh Fruits & Vegetables	\$1,768.50	7/10/2017	340155
3628	NUTRITION, INC.	May Totals;	\$66,442.16	7/10/2017	INV22898
3629	Primero Edge	Annual Subscription Licenses 17-18	\$2,880.00	7/10/2017	85581
3630	United Refrigeration, Inc.	4P motor w/ plug Logan freezer	\$76.72	7/10/2017	57107873-00
	<b>Bills for approval and ratification</b>				
		<b>TOTAL</b>	<b>\$71,413.38</b>		





**FEDERAL PROGRAMS BILL LIST FOR JULY AUGUST 2017**

<b>Title I</b>		<b>Title I</b>		
<u>Purchase Order</u>	<u>Company</u>	<u>Description</u>		
TI 17-65	REIMB. E.A.S.D.	PAYROLL FOR 6/16		18,616.28
		SS FOR 6/16		1,145.71
		MC FOR 6/16		267.96
		RET. FOR 6/16		5,590.46
TI 17-66	REIM. E.A.S.D.	HOSP. FOR JULY		6,117.59
		DENTAL FOR JULY		396.07
		VISION FOR JULY		56.90
		LIFE FOR JULY		180.53
TI 17-67	QUILL CORP	INCENTIVES FOR TITLE I LABS; WHITE-OUT TAPE FOR TITLE I OFFICE		130.36
TI 17-68	REIMB. E.A.S.D.	PAYROLL FOR 6/30		18,508.80
		SS FOR 6/30		1,138.33
		MC FOR 6/30		266.23
		RET FOR 6/30		5,558.20
TI 17-69	W.B. MASON	ITEMS FOR THE CLOSING OF THE TITLE I LABS/REWARDS		118.23
TI 17-70	OFFICE DEPOT	TONER CARTRIDGE (MAGENTA); SHIPPING TAPE		113.66
TI 17-71	REIMB. E.A.S.D.	PAYROLL FOR 7/14		18,508.80
		SS FOR 7/14		1,138.33
		MC FOR 7/14		266.23
		RET FOR 7/14		5,558.20
TI 17-72	REIMB. E.A.S.D.	HOSP FOR AUG		6,117.59
		DENTAL FOR AUG		396.07
		VISION FOR AUG		56.90
		LIFE FOR AUG		180.53
TI 17-73	REIMB. E.A.S.D.	PAYROLL FOR 7/28		18,508.80
		SS FOR 7/28		1,138.33
		MC FOR 7/28		266.23
		RET FOR 7/28		5,558.20
TI 17-74	REIMB. E.A.S.D.	PAYROLL FOR 8/11		18,508.80
		SS FOR 8/11		1,138.33
		MC FOR 8/11		266.23
		RET FOR 8/11		5,558.20
TI 17-75	REIMB. E.A.S.D.	REIMB. FOR HOURS USED AFTER SCHOOL DAY ON VARIOUS GRANTS		3,200.00
TI 17-76	QUILL	HANGING FILE FOLDERS (BLUE, RED, YELLOW & GREEN); A - Z INDEX GUIDES; TAPE; BLK INK CARTRIDGE; TRI COLOR INK CARTRIDGE, CYAN TONER; CUPS; AA BATTERIES; C BATTERIES; AAA BATTERIES.		702.96
TI 17-77	W.B. MASON	DISPLAY BASE REFERENCE SYSTEM		102.99
			<b>TOTAL TITLE I PROJECT YR. 16 - 17</b>	<b>\$ 145,377.03</b>
<b>Title II Pt. A</b>		<b>Title II Pt. A</b>		
<u>Purchase Order</u>	<u>Company</u>	<u>Description</u>		
TII PT A	REIMB. E.A.S.D.	BALANCE OF CLASS SIZE REDUCTION PAYMENT FOR THE 16 - 17 SCHOOL YEAR		\$ 48,005.34
			<b>TOTAL TITLE II PT. A 16 - 17</b>	<b>\$ 48,005.34</b>

EASSJC BUDGET 2017-2018

AUG 07 2017

PFN	CON	Description	Budget 17/18
		Beginning Balance	\$ 100,000.00
		<b>Anticipated Rev &amp; Receipts</b>	
		Earnings from Temporary Deposits	\$ 1,200.00
		Rent from School & Other Facilities	\$ 13,000.00
		Tuition (Non-Participating Districts)	\$ 70,000.00
		<b>Incoming Transfer Accounts</b>	
		Receipts from Member Districts	\$ 32,584.00
		Proceeds from Act 77	\$ 45,800.00
		<b>Total Anticipated Revenue &amp; Receipts</b>	<b>\$ 262,584.00</b>
		<b>Anticipated Expenditures &amp; Reserves</b>	
		2300 Administration	
2350	300	Legal Services	\$ 2,500.00
2360	540	Advertising Expenses	\$ 3,000.00
2360	600	Materials & Supplies	\$ 2,000.00
2390	300	Other Contracted Services	\$ 25,648.00
		<b>Total</b>	<b>\$ 33,148.00</b>
		<b>2600 Opeartion/Maintenance of Plant</b>	
2600	610	Operation & Maintenance Supplies	\$ 10,000.00
2600	300	Contracted Services for Operation & Maintenance of Plant	\$ 56,300.00
2600	430	Repairs & Maintenance	\$ 4,600.00
2600	430	Future Repairs	\$ 20,000.00
2600	430	Maintenance Utilities	\$ 45,800.00
		<b>Total</b>	<b>\$ 136,700.00</b>
		Student Activities	
3000	610	Material & Supplies	\$ 1,000.00
		Capital Outlay	
4000	700	Plant Remodeling	\$ 2,000.00
		Debt Service	
		<b>Total</b>	<b>\$ 3,000.00</b>
		Budgetary Reserve	\$ -
		<b>Total Antcipated Expenditures</b>	<b>\$ 172,848.00</b>
			<b>\$ 89,736.00</b>

kat6-22-18



Book	Policy Manual
Section	200 Pupils
Title	Copy of Attendance
Number	204
Status	First Reading

## Legal

- [1. 24 P.S. 1301](#)
- [2. 24 P.S. 1326](#)
- [3. 24 P.S. 1327](#)
- [4. 22 PA Code 11.12](#)
- [5. 22 PA Code 11.13](#)
- [6. 22 PA Code 11.41](#)
- [7. 22 PA Code 12.1](#)
8. Pol. 200
- [9. 24 P.S. 1329](#)
- [10. 24 P.S. 1330](#)
- [11. 22 PA Code 11.23](#)
- [12. 22 PA Code 11.25](#)
- [13. 22 PA Code 11.8](#)
- [14. 22 PA Code 11.22](#)
- [15. 22 PA Code 11.28](#)
16. Pol. 115
17. Pol. 116
18. Pol. 117
19. Pol. 118
- [20. 22 PA Code 11.21](#)
- [21. 22 PA Code 11.34](#)
- [22. 22 PA Code 11.5](#)
- [23. 22 PA Code 11.32](#)
- [24. 22 PA Code 11.26](#)
- [26. 24 P.S. 1546](#)
- [27. 24 P.S. 1333](#)
- [28. 24 P.S. 1338](#)
- [29. 24 P.S. 1354](#)
- [30. 22 PA Code 11.24](#)
- [31. 24 P.S. 1318](#)
32. Pol. 218
33. Pol. 233
- [22 PA Code 4.4](#)
- [24 P.S. 510](#)
- [24 P.S. 1302](#)
- [24 P.S. 1332](#)
- [24 P.S. 1339](#)
- [24 P.S. 1501](#)
- [24 P.S. 1504](#)
- [22 PA Code 11.1](#)
- [22 PA Code 11.2](#)
- [22 PA Code 11.3](#)

Adopted

October 9, 2000

Last Revised      October 12, 2015

## **Purpose**

The Board requires that school-aged students enrolled in district schools attend school regularly, in accordance with state laws. [\[1\]](#)[\[2\]](#)[\[3\]](#)[\[4\]](#)[\[5\]](#)[\[6\]](#)[\[7\]](#)[\[8\]](#)

The Board also believes that regular attendance in the classroom is conducive to learning and that frequent absences of pupils from regular classes disrupt the continuity of the instructional process. The school cannot teach students who are not present. Poor attendance limits accomplishments and reinforces a habit, which will handicap the individual in future education or employment.

## **Authority**

Attendance shall be required of all students enrolled in district schools during the days and hours that the school is in session, except that a principal or teacher may excuse a student for temporary absences when s/he receives satisfactory evidence of mental, physical, or other urgent reasons which may reasonably cause the student's absence. Urgent reasons shall be strictly construed and do not permit irregular attendance. [\[3\]](#)[\[7\]](#)[\[9\]](#)[\[10\]](#)[\[11\]](#)[\[12\]](#)

## **Guidelines**

### **Attendance**

A student will be considered to be in attendance if present at any place where school is in session by authority of the Board; at the place where the student is receiving approved tutorial instruction, or health or therapeutic services; at the place where the student is engaged in an approved and properly supervised work-study or career education, cooperative or community exploration program; or at home when the student is receiving approved homebound instruction. [\[3\]](#)[\[11\]](#)[\[13\]](#)[\[14\]](#)[\[15\]](#)[\[16\]](#)[\[17\]](#)[\[18\]](#)[\[19\]](#)

All absences occasioned by observance of the student's religion on a day approved by the Board as a religious holiday shall be excused. A penalty shall not be attached to an absence for a religious holiday. [\[20\]](#)

### **Excusal From Attendance on a Permanent Basis**

The Board shall excuse students in the following situations from the requirements of regular attendance of the schools of the district, on a permanent basis, with the provision that if conditions change, such that the identified situation no longer exists, students may once again be subject to the compulsory attendance laws:

1. On certification by a physician, psychiatrist, or submission of other satisfactory evidence and on approval of the Department of Education, children who are unable to attend school or apply themselves to study for mental or physical reasons so urgent as to preclude regular attendance. [\[9\]](#)[\[10\]](#)[\[21\]](#)
2. Students enrolled in nonpublic or private schools in which the subjects and activities prescribed by law are taught, except that such students and students attending college who are also enrolled part-time in the schools of this district shall be counted as being in attendance in this district. [\[3\]](#)[\[22\]](#)[\[23\]](#)
3. Students tutored by a properly qualified tutor, subject to the Superintendent's approval. [\[14\]](#)
4. Students fifteen (15) or sixteen (16) years of age whose enrollments in a private trade or business school have been approved. [\[3\]](#)
5. Students fifteen (15) years of age, and fourteen (14) years of age who have completed sixth grade, who are engaged in farm work or private domestic service under duly issued permits. [\[10\]](#)
6. Students sixteen (16) years of age regularly employed during the school session and holding a lawfully issued employment certification. The Department of Education's opinion is that regularly employed means thirty-five (35) or more hours per week of employment. [\[10\]](#)[\[15\]](#)

The Board may excuse the following students from the requirements of attendance at district schools:

1. Students receiving tutorial instruction in a field not offered in the district's curricula from a properly qualified tutor approved by the Superintendent, when the excusal does not interfere with the student's regular program of studies. [\[3\]](#)[\[14\]](#)[\[17\]](#)
2. Homebound children unable to attend school on the recommendation of the school physician and the school psychologist or a psychiatrist and approval of the Secretary of Education. [\[21\]](#)

#### Educational Tours and Trips

The Board may excuse a student from school attendance to participate in an educational tour or trip not sponsored by the district if the following conditions are met: [\[24\]](#)

1. The parent/guardian submits a written request for excusal prior to the absence.
2. The student's participation has been approved by the Superintendent or designee.
3. The adult directing and supervising the tour or trip is acceptable to the parents/guardians and the Superintendent.

The Board may limit the number and duration of tours or trips for which excused absences may be granted to a student during the school term.

#### Excused Absences

Excused absences will include the following:

1. Illness verified by a written excuse from a parent/guardian. A written excuse from a parent/guardian is acceptable to excuse up to five (5) consecutive and/or ten (10) cumulative days of absence for illness in one (1) school year. After five (5) consecutive or ten (10) cumulative days of absence for illness, the school nurse will review the information regarding the absences. At that time, the nurse, in conjunction with the building principal, may request a physician's excuse for prior absences or for future absences. If a physician's excuse is requested and not provided, all additional absences will be deemed unexcused.
2. Obtaining professional healthcare or therapy service if the following requirements are met: [\[11\]](#)[\[12\]](#)
  - a. The health or therapeutic services are rendered by Commonwealth licensed practitioners.
  - b. It is not practical or possible for the pupil to receive the services outside of school hours.
  - c. The time of necessary absence from school involves a minimum of interference with the pupil's regular program of studies. Such services must be verified in writing by the parent/guardian. The administration may ask for additional verification from the service provider.
3. Death in the family verified by a written excuse from a parent/guardian.
4. Impassable roads verified by a written excuse from a parent/guardian.
5. Religious holidays upon written parental request. [\[20\]](#)
6. Religious instruction for up to a total of thirty-six (36) hours per school year. This shall require submission of a written request from the parents/guardians of the student, prior to release of the student to attend and/or participate in religious instructional programs. An identification of the dates and hours for which the absence is requested and a statement following such instruction from the organizers of the instructional program that the student did in fact attend the instruction and the dates and hours upon which such attendance took place must be provided. The school district will not provide transportation to and/or from religious instruction. A penalty shall not be attached to an absence for religious instruction. [\[20\]](#)[\[26\]](#)

7. Administrative Reasons - This includes, but is not limited to, school-sponsored trips or activities or school-approved trips or activities. Teachers must prepare lists of those students attending such trips or activities at least two (2) days in advance.
8. College Visitations - Seniors shall be permitted four (4) college visitation days, while juniors shall be permitted two (2) days plus attendance at the National College Fair. Upon return to school and within two (2) days of the visit, the student must submit to the office a note from their parent(s)/guardian(s) stating they were on a college visitation and a note on letterhead from the college that they spent the day visiting that institution. Upon receipt of the two (2) documents, the student will not be marked absent from school. Their attendance record will indicate they were on a college visitation.
9. Vacation - Parents/Guardians may seek permission to have a student excused from school to travel or vacation away from the district for a period of up to five (5) days. This absence will be considered excused provided:
  - a. The appropriate principal receives a written request from the parents/guardians prior to the student's absence requesting to have the student excused for the purpose of vacation and travel. This request shall be made at least one (1) week before the absence.
  - b. After the approval of the principal, the student shall go to all teachers and obtain work that is to be completed during the absence.
  - c. Upon return to school, the student shall hand in the assigned work and complete whatever other work is required.
  - d. The appropriate teachers shall certify that the work has been satisfactorily completed and the absence is so indicated as excused.
  - e. Any student who fails to submit completed assignments within five (5) school days upon his/her return to school will receive a zero (0) for each incomplete assignment. This grade will be factored into the student's overall grade for that particular marking period.
  - f. If the work is not satisfactorily completed as stated, the absence(s) will be considered unexcused.

#### 10. Quarantine.

The Board shall permit a student to be excused for participation in a project sponsored by a statewide or countywide 4-H, FFA or combined 4-H and FFA group upon written request prior to the event. [\[6\]\[9\]](#)

#### Unexcused Absences - Unexcused Tardies

Unexcused absences and unexcused tardies will include absence for any reason not listed under Excused Absences. Absence without the required written excuse will be considered to be unexcused.

#### Written Excuses for Absences

Written excuses are due at the time of the student's return to school.

A grace period of three (3) days to submit the excuse will be extended to parents/guardians and students with no extension of the grace period. The two (2) days begin from the day the student returns to school regardless if the student is then absent the next day after returning. If an excuse is not received within two (2) days after the student's return to school, the absence will be deemed unexcused/illegal.

Failure to submit written excuses within the above time frame will cause a student's absence to be recorded as unexcused and/or illegal.

#### Make-Up Work

Students who are absent for one (1) of the excused reasons are responsible for making up missed work.



Teachers should give a student who is tardy the ability to turn in classroom work. Students are required to take the initiative and responsibility to seek out teachers and obtain all work missed during their absences.

### Absence Referral Process

At the start of each school term, the district's attendance policy will be sent home with each student. When a child is newly registered in the district, the district's attendance policy will be given to the parents/guardians. [6]

The school nurse will review the attendance every two (2) weeks of those students who have been absent ten (10) or more days cumulatively or consecutively in the current school year (excused or unexcused). During this review, s/he will examine the reasons for the absences: suspensions, medical, parental note, etc. The Home and School Visitor or Social Worker may also be involved in this review. The purpose of the review is to determine whether additional information is required to verify the nature of the absences. Should it be the professional opinion of the school nurse that additional information is needed, s/he will submit the names of those students to the building principal.

The building principal, within five (5) working days, will confer with the school nurse and, if in agreement with the nurse's findings, will send notice to the student's parents/guardians requiring a physician's excuse for all future absences for illness after ten (10) legal absences, or a physician's excuse for some of the past absences for illness. Absences for illness after such request which are not accompanied by a physician's excuse or alternative excuse acceptable to the building principal will be considered unexcused absences. The principal shall notify the Home and School Visitor, ~~or~~ Social Worker or school nurse in writing of those students who are required to have a medical excuse and the effective date of such a requirement. The principal shall also notify the appropriate homeroom teacher and/or building secretary. At his/her discretion, the principal may also request additional verification for absences other than absences for illness in those instances where the student has been absent for more than ten (10) days.

If requested verification is not provided, the absences will be considered unexcused.

### Truancy Procedures

Following the third day of illegal absence, the building principal shall, in a timely fashion, issue a first offense notice to the parents/guardians of the student in question. The first offense notice is to be sent certified mail, return receipt requested, as well as regular mail. The principal shall also notify the Home and School Visitor or Social Worker in writing of those students who have been issued a first offense notice. The principal shall notify the appropriate homeroom teacher and/or building secretary. [27][28][29][30]

If the student should have an unexcused/illegal absence at any time after the first offense/warning notice is sent to the parents/guardians, the appropriate personnel ~~ome and School Visitor or Social Worker~~ will complete the citation on the 6th unexcused/illegal absence as provided for in the Public School Code, 24 P.S. 13-1333, and the principal will sign off on the citation. The principal shall be responsible for notifying the appropriate personnel ~~Home and School Visitor or Social Worker~~, in a timely fashion, in order that a citation is to be issued. [27]

When a student has accumulated six (6) unexcused/illegal absences, the student will be cited. When a student has accumulated seven (7) unexcused/illegal absences for the year, a warning notice will be sent to the parent/guardian by certified mail, notifying them of the absenteeism and the potential loss of credit. A parent/guardian conference is also recommended.

The Home and School Visitor, ~~or~~ Social Worker, principal or designee shall then forward the citation to the District Justice. The Home and School Visitor, ~~or~~ Social Worker or principal shall represent the school district at the attendance hearing.

### School Penalties (Grades K-8)

Students in kindergarten through the eighth grade shall be required to have no more than ten (10) unexcused absences. When a student has accumulated ten (10) unexcused absences, the principal will review the student's records and the effect the absences have had on their academic performance. If the principal

determines that the unexcused absences have had or could have a negative impact on performance, retention will be considered.

### School Penalties (Grades 9-12)

Eligibility for receiving credit shall require the student to have no more than ten (10) unexcused absences, twenty (20) excused absences or a total of twenty (20) absences, excused and/or unexcused combined, for the year.

Parents/Guardians will be notified of all unexcused absences. When a student has accumulated three (3) unexcused/illegal absences, an attendance letter will be sent. When a student has accumulated a total of four (4) unexcused/illegal absences, the parents/guardians of the student will be cited. When a student has accumulated six (6) unexcused absences for the year, a warning notice will be sent to the parent/guardian, by certified mail, notifying them of the absenteeism and the potential loss of credit. A parent/guardian conference is also recommended. Students who accumulate ten (10) unexcused or illegal absences and/or twenty (20) absences total, excluding medically excused absences will not receive academic credit for the school year. For seniors, this means that the students will not be permitted to graduate, because they have not met the attendance requirements for graduation. Students who accumulate six (6) unexcused/illegal absences during the semester will not be permitted to participate in extracurricular activities during the remainder of that semester. For example, if a student has accumulated six (6) unexcused/illegal absences by November 15<sup>th</sup>, the student would then not be permitted to attend the Christmas Dance or participate in winter sports until the beginning of the second semester. This also holds true for the ability to go on field trips.

An accumulation of ten (10) school tardies or unexcused absences will result in the student's ineligibility to be pulled out of class to go to competitions, student government activities, art projects, graphic projects, field days, The Future is Mine and other activities that otherwise require the student to miss class.

NOTE: Students, as identified above, may be awarded credit for the semester or the year on the basis of extenuating circumstances decided upon by the administration.

A student who violates the limit on unexcused absences as set forth above will receive his/her grades for all classes, but will not be awarded credit for grade advancement or graduation.

Repeated infractions of Board policy requiring the attendance of enrolled students may constitute such misconduct and disobedience as to warrant the suspension or expulsion of the student from their regular school program.[\[31\]](#)[\[32\]](#)[\[33\]](#)

Class cuts or truancy are unexcused absences and will be counted as unexcused absences for the purposes of imposing the penalty set forth in this section.

Students who accumulate ten (10) consecutive unexcused absences will be dropped from the roster. Any student who wishes to return to school will have to formally re-enroll in school. Students who have ten (10) illegal/unexcused absences and/or twenty (20) excused absences will not receive academic credit for the school year. Students who accumulate fifteen (15) unexcused school tardies will not receive academic credit for the year.

Forbes Road students must be in attendance in school for three (3) periods to receive full-day attendance credit. They must be in attendance for two (2) periods to receive a half-day credit. This applies to students who are attending a.m. and p.m. tech school. This does not apply to work release students.

### Tardiness

Tardies will be considered excused for the same reasons as noted for excused absences.

For purposes of this policy, **tardiness** shall be defined as the arrival after the designated starting time, but before 10:15 a.m. for the junior/senior high school and 10:30 a.m. for Logan Elementary School.

In order to establish a full day of attendance credit at the high school, a student must officially check in before

10:15 a.m. (155 minutes beyond the start of the student's school day). At Logan Elementary School, full attendance credit will be granted for arrivals before 10:00 a.m. (seventy (70) minutes beyond the start of the student's day).

High school students shall lose their driving privileges for the remainder of the school year when they accumulate three (3) unexcused tardies and/or six (6) excused tardies to school. If driving privileges are lost, students will not be refunded monies put down for driving tags.

If a large group of students come to school late at the same time, without a valid excuse, the person at the security desk should not admit those students. Likewise, if a student arrives at school with the intent to disrupt classes and be rowdy as evidenced by his/her dress, items s/he has with him/her, or loud comments, that student is not permitted to enter the building, unless escorted by a parent/guardian.

Tardiness may be excused for the same reasons as set forth in the definition of excused absences.

Students who receive unexcused tardies to school will not receive the opportunity to make up work in those classes that they missed due to their late arrival.

#### Excessive Unexcused/Illegal School Tardiness

It is expected that all students arrive to class on time in the morning, where attendance is taken for school during first period. The designation of a tardy as being excused or not comes from the Pennsylvania Department of Education and is outlined above. The penalties for excessive unexcused/illegal school tardiness at the senior high school will be as follows:

1. Three (3) unexcused/illegal tardies will result in one (1) after-school detention. The student will not be able to participate in school activities: sports, dances, band, field trips for one (1) week from the time of the third unexcused tardy occurred. Thus, if a student received his/her third unexcused tardy on a Wednesday, the student would not be allowed to participate in a school event until the following Wednesday. This would include weekend events.
2. Six (6) unexcused/illegal tardies will result in two (2) after-school detentions, and the student is not permitted to participate in school events for two (2) weeks from the time of the sixth unexcused/illegal tardy.
3. Nine (9) unexcused/illegal tardies will result in one (1) day of in-school suspension. The student is not permitted to participate in school activities for the remainder of the semester, including any and all weekend events.
4. Twelve (12) unexcused/illegal tardies will result in three (3) days of out-of-school suspension. The student is not permitted to participate in activities for the remainder of the year. This includes removal from all athletic teams for the remainder of the year.
5. Fifteen (15) unexcused school tardies – the student will not receive academic credit for the year.
  - a. Students will lose all driving privileges for the remainder of the year when they accumulate three (3) unexcused/illegal tardies and/or six (6) excused tardies to school. If driving privileges are lost, students are not refunded monies put down for driving tags.
  - b. A student who violates the limit on unexcused/illegal absences, as set forth above will receive his/her grade for all classes, but will not be awarded credit for grade advancement or graduation.

Tardies will be tallied for the year, with the punishments being assigned accordingly.

#### **Logan Elementary School –**

##### **Number of tardies**

##### **Action**

1-2

Verbal warning, parent notified by teacher, office notified

3-5	Assignment of after-school detention per each tardy
6-9	Assignment to ABC room <del>**</del> Parent conference
10	OSS

~~\*\* Students may be removed from field trips, dances, and special activities for the remainder of the school year~~

Logan Elementary students who are tardy four (4) times will be charged with a half day absence. ~~Parents will be notified in writing if/when this occurs.~~

#### Half-Day Absences

Students shall be charged with a half-day absence, when they arrive after the first hour and twenty minutes (8:50 a.m. and before 11:15 a.m.) at the high school, after 10:00 a.m. and before 12:00 a.m. at Logan Elementary School.

#### Full-Day Absences

Secondary students who arrive after 11:15 a.m., and Logan Elementary School who arrive after 12:00 p.m., will be charged with a full day of absence.

#### Early Dismissals

No absence shall be charged for secondary students whose early dismissal is after 1:20 p.m.

No absence shall be charged for Logan Elementary School students whose early dismissal is after 1:00 p.m.

One-half (1/2) of a day of absence shall be charged to secondary students who leave school between 11:15 a.m. and 1:20 p.m., or if the dismissal occurs after the first hour and twenty minutes start but before the aforementioned half-day times.

One-half (1/2) of a day of absence shall be charged to Logan Elementary School students who leave school between 11:00 a.m. and 1:00 p.m., or if the dismissal occurs after the seventy (70) minute start but before the aforementioned half-day times.

#### Early Dismissal Procedures

No student will be excused from school unless a written note or phone call is received by the school office from a parent/guardian. All notes must be brought to the office. Your home phone number must be on the excuse. All notes will be verified before a student will be permitted to leave the building. Students must be picked up in the office by an adult, without exception. The note must include the date, dismissal time, purpose, parent/guardian signature, student's full name, work or home telephone number and the return time, if applicable. This note should be brought to the office before first period begins. Students will then be issued the early dismissal form to be signed by the teacher at the time of dismissal. (Teachers are to keep the yellow copy.) The white "Parent's copy" and the pink "Office copy" are brought to the office at the time of dismissal.

A parent/guardian or parental representative must be present in the office for dismissals to be authorized. This must be done without exception. If it is applicable for the student to return on the same day of the early dismissal, the student must return to the office for a signature of return and a pass to re-enter class. Finally, all early dismissal requests will be subject to scrutiny to determine authenticity. Bogus requests will be subject to appropriate disciplinary measures.

All students who have early releases for doctor, dentist, legal appointments, or other urgent reasons must bring a note from the doctor, etc. stating the date, time of visit and the time of leaving the office. This note must be brought to the office by the second day after the appointment in order for the absence to be excused or to be permitted to make up any work missed.

#### Appeals

Appeals to the implementation of this policy can be made to the building principal, who will consider cases of this category and review the case with the Superintendent, who will render the final decision.

**Delegation of Responsibility**

The Superintendent shall develop procedures for the attendance of students.

Last Modified by Lila Sedlak on August 2, 2017



Book	Policy Manual
Section	200 Pupils
Title	Copy of Student Discipline
Number	218
Status	First Reading
Legal	1. Pol. 218.1 2. Pol. 227 <a href="#">3. 24 P.S. 510</a> <a href="#">4. 22 PA Code 12.3</a> <a href="#">5. 22 PA Code 12.4</a> 6. Pol. 103 <a href="#">7. 22 PA Code 12.2</a> 8. Pol. 235 9. Pol. 122 10. Pol. 123 11. Pol. 233 12. Pol. 220 <a href="#">13. 20 U.S.C. 1400 et seq</a> 14. Pol. 225 15. Pol. 247 <a href="#">16. 22 PA Code 12.5</a> 17. Pol. 222 18. Pol. 218.2 19. Pol. 249 20. Pol. 815 21. Pol. 218.3 22. Pol. 810 23. Pol. 226 <a href="#">24. 22 PA Code 12.14</a> <a href="#">25. 24 P.S. 1317</a> <a href="#">26. 24 P.S. 1327</a> <a href="#">20 U.S.C. 7114</a> <a href="#">22 PA Code 12.1 et seq</a> <a href="#">22 PA Code 403.1</a> <a href="#">24 P.S. 1318</a>
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**Purpose**

The East Allegheny School District believes it is the responsibility of the school, home and community to provide an atmosphere of purpose and concern for education and the individual.

Everyone in the school community must assume a role in providing an orderly school environment. An orderly school environment requires a code of discipline that defines responsibilities, categorizes unacceptable behaviors and provides for appropriate disciplinary responses and options. A discipline code must:

1. Be preventative in nature.
2. Promote self-discipline and personal responsibility.
3. Concern itself with the welfare of the individual and the school community.

4. Promote a positive relationship among students, parents/guardians and the school staff.
5. Distinguish between minor and serious infractions as well as between first and repeated infractions.
6. Provide disciplinary responses that are appropriate to the misbehavior.
7. Be enforced by all in a fair, firm, reasonable and consistent manner.
8. Be subjective to review as required, but not less than every two (2) years.

A set of rules does not replace the administrator's judgment in the review of discipline incidents. In order for schools to be safe and orderly places of learning, rules must be obeyed. These rules are written to provide direction. However, in daily activities, one (1) basic rule is that good sound judgment must be exercised in light of the conditions of the moment.

The proper functioning of any social system requires some regulation of its members. This is no less true of a school system than it is of a society. For a school system to function properly the conduct of students must conform to conditions that are conducive to learning.

The procedures, including rules, by which order is maintained in a school, are referred to as discipline. In general, the system of discipline in a school will reflect the system found in a broader society.

Discipline strives to seek proper conduct through learning rather than by arbitrary authority. The student is to be guided in the development of self-control and of a sense of responsibility to other students and the school. Discipline entails the organization and operation of the school in such a way that situations leading to disorder will be largely avoided, and at the same time a maximum amount of opportunity for the development of self-control is provided.

#### Self-Reporting "Safe Haven"

Among the essential goals of the East Allegheny School District's student disciplinary code is the promotion of self-discipline and responsibility among students. Consistent with this goal, the discipline of any student is designed to seek proper conduct through learning rather than as an arbitrary exercise of authority.

Students are expected to know and to follow school regulations governing student behavior, including the rule that students are prohibited from the possession of weapons, alcohol, tobacco and drugs on school grounds. As a responsible member of the school community, a student who has unintentionally brought to school or while in school has come into the possession of such items should immediately bring the situation to the attention of a teacher or principal. In so doing, the student would be demonstrating the principles of self-discipline and accountability that the student disciplinary code promotes. In such circumstances, the student's self-reporting of the situation will be considered as a mitigating factor in determining the discipline, if any, which should result.[1][2]

#### **Authority**

The Board shall require each student to adhere to Board policies and the rules and regulations promulgated by the administration and to submit to disciplinary measures appropriately assigned for infraction of those rules. School rules shall govern student conduct in school, at school-sponsored activities, and during the time spent in travel to and from school.[3][4][5]

The Board shall adopt a Code of Student Conduct to govern student behavior in school.[4][5][6]

Each student must adhere to Board policies and the Code of Student Conduct governing school discipline.[7][8]

#### Off-Campus Activities

This policy shall also apply to student conduct that occurs off school property and would violate the Code of Student Conduct if:

1. There is a nexus between the proximity or timing of the conduct in relation to the student's attendance at school or school-sponsored activities.
2. The student is a member of an extracurricular activity and has been notified that particular off-campus conduct could result in exclusion from such activities.[9][10]
3. Student expression or conduct materially and substantially disrupts the operations of the school, or the administration reasonably anticipates that the expression or conduct is likely to materially and substantially disrupt the operations of the school.
4. The conduct has a direct nexus to attendance at school or a school-sponsored activity, such as an agreement to complete a transaction outside of school that would violate the Code of Student Conduct.
5. The conduct involves the theft or vandalism of school property.

#### **Guidelines**

Any student disciplined by a district employee shall have the right to notice of the infraction and a hearing before the building principal prior to being disciplined, and may appeal the discipline determination to the Superintendent.[11]

When a violation of the Code of Student Conduct involves student expression, Policy 220 shall be followed.[12]

Suspensions and expulsions shall be carried out in accordance with Policy 233.[11]

#### Discipline Code

The discipline code is applicable on school grounds, in school buildings, on school buses, during school activities, field trips and excursions and from the time of departure for school until arrival at home.

Any of the foregoing policy consequences as applied to exceptional children shall be subject to compliance with IDEA.[13]

The East Allegheny School District works with law enforcement and other professional organizations to provide a safe and secure learning environment for all students, faculty, staff and parents/guardians attending or visiting the schools.[14]

**Hazing** - The East Allegheny School District does not condone hazing practices by any student against any other student. Students who engage in such practices will be removed from the teams or organizations in which they are participating and will be subject to the school discipline policy and possible legal penalties.[15]

#### **Definitions**

**ALTERNATIVE BEHAVIOR CLASSROOM (A.B.C.)** - The purpose of the student discipline policy is to establish a safe and secure learning environment for all students and faculty, so that time can be focused on instruction and meeting the needs of the student. In order to keep students on task and in school, while at the same time enforcing school discipline policy, the Alternative Behavior Classroom Program has been established.

**BEHAVIOR REINFORCEMENT ROOM (B.R.R.) (EA JSHS 7-12)** - Special needs students who are having behavioral difficulties and who are not complying with their I.E.P plans or responding to behavioral modification techniques, will be assigned to the Behavior Reinforcement Room by their special needs teacher or by an administrator. While in the Behavior Reinforcement Room, the student will continue to work on school assignments and will also work to improve behavior.

**OUT-OF-SCHOOL SUSPENSION** - Students may be suspended from school for a period of one to ten days, depending on the severity of the infraction. Students who show up to school on days they are suspended will receive additional days of suspension and may be cited for trespassing.

#### Corporal Punishment

Corporal punishment may not be imposed upon a student.[16]

The Board prohibits corporal punishment, but reasonable force may still be used by teachers and school authorities under any of the following circumstances: to quell a disturbance, to obtain possession of weapons or other dangerous objects, for the purpose of self-defense, and for the protection of persons or property.[16]

#### Discipline Responsibilities

Discipline is the responsibility of the entire school community. Members of the school community expect the school environment to be safe, organized and conducive to teaching, learning and living.

The Superintendent or designee shall publish and distribute to all staff, students and parents/guardians the rules for student behavior contained in the Code of Student Conduct and the sanctions that may be imposed for violations of those rules. A copy of the Code of Student Conduct shall be available in each school library and school office.[4]

It is the responsibility of the students, teachers, parents/guardians, administrators, and the Board to provide and maintain such an environment.

#### Citations

The school district reserves the right to issue a citation to any student age ten (10) or over as defined in the Pennsylvania Crimes Code as defined for the following reasons: riot, disorderly conduct, and related offenses. The school district may issue citations in any of the following situations:

1. Fighting.
2. Student harassment and/or threats.
3. Student disruptive behavior, including the use of obscene and profane language and gestures.
4. Vandalism.
5. Violation of the BOCA Code - smoking and possession of tobacco products and smoking apparatus.[17]

**Threats** - All threats will be taken seriously by the East Allegheny School District, even those made in jest. Anyone making threats against faculty, staff, or students at East Allegheny will be subject to any and all appropriate criminal or civil penalties as well as discipline penalties, as per the discipline policy, including expulsion.[18]

#### Major Offenses



**Fights/Assault -**

Any form of physical aggression or fighting by any students is not tolerated at East Allegheny. In the event that any student engages in the physical attack of any individual, becomes involved in an aggressive physical altercation with any individual, or puts their hands on a student in any way, while on school premises or attending a school function, or on school transportation, regardless of who starts the fight, the student will receive the following punishment:

	<b>Logan PK-6</b>	<b>JSHS 7 &amp; 8</b>	<b>JSHS 9-12</b>
1 <sup>st</sup> Offense	1 day OSS *	3 days OSS* - Citation	5 days OSS * - Citation; referral to mandatory counseling and conflict resolution training; students will not be permitted to return to school unless accompanied by parents/guardians.
2 <sup>nd</sup> Offense	2 days OSS *	3 days OSS*-Citation; referral to alternative education for a minimum of one 9 week period	5 days OSS * - Citation; referral to alternative education for no less than one 9-week marking period, prohibited from participating in extracurricular activities; students will not be permitted to return to school unless accompanied by parents/guardians.
3 <sup>rd</sup> Offense	3 days OSS *	3 days OSS* - referral for expulsion	10 days OSS * - Citation; referral to alternative education for a minimum of two 9-week periods with the possibility of referral for expulsion proceedings; students and parents/guardians must meet with the Superintendent & principal.
4 <sup>th</sup> Offense	5 days OSS *	5 days OSS*-referral for expulsion	10 days OSS * - Citation; referral for expulsion proceedings; students and parents/guardians must meet with the Superintendent & principal.
5 Offense	10 days OSS *	10 days OSS* - referral for expulsion	10 days OSS * - Citation; referral for expulsion proceedings; students and parents/guardians must meet with the Superintendent & principal.

- Any incident resulting in OSS requires a parental conference before the child is readmitted.

**JSHS 7-12 -**

- Any student proved to initially provoke a physical altercation or found to have thrown the first punch will be issued two (2) additional days of suspension.
- In the event that a fight is premeditated, gang or student group related, or that a student tries to continue the fight when an adult is attempting to break up that fight, the student will be suspended for ten (10) days and placed in alternative education for the remainder of the school year. That student will no longer be permitted to participate in extracurricular activities. For special needs students, days of suspension will be assigned to comply with all IEP plans and state and federal regulations.
- Students involved in a second or third fight will not be permitted to participate in extracurricular activities for the remainder of the school year.
- Any student who is so out of control that s/he continues to persist in fighting or trying to get to another student to fight them while being held back by an adult on the scene will be suspended for ten (10) days and will be automatically enrolled in alternative education. In this case, the most severe charges will be filed against the aggressive student as per law.
- Students who are in fights will be removed from school immediately into the care of the parents/guardians.
- All students engaged in a fight must attend conflict resolution/counseling sessions.
- Students will not be readmitted to school unless brought to school by their parents/guardians for a meeting with an administrator.
- In the event that a fight is pre-mediated or that a student continues to fight as an adult is trying to break the fight up, the student will be suspended for ten (10) days and placed in alternative education for the remainder of the year.
- Students who gang up on another student to fight or jump a student may receive additional suspension time and additional charges.

\*And any other disciplinary action deemed necessary and appropriate by the principal. The consequences listed above are viewed as minimum consequences. Different consequences may be levied in consideration of aggravating circumstances.

\*\*Citation and meeting with parents/guardians, principal and Superintendent.

Re: possible expulsion.

**Racial Slurs -**

Students who make racial slurs towards another student or group of students because of their race, ethnicity, or religion will receive the following punishments and may receive citations:

	<b>Logan PK-6 &amp; JSHS 7-12</b>
1 <sup>st</sup> Offense	3 days OSS; Possible Citation
2 <sup>nd</sup> Offense	3 days OSS; Possible Citation
3 <sup>rd</sup> Offense	5 days OSS; Possible Citation
4 <sup>th</sup> Offense	10 days OSS - Harassment citation; referral to Superintendent for expulsion procedures.

Those students found in violation of this policy will be required to attend two (2) counseling sessions with the school counselor.

**Racial Intimidation/Terroristic Threats Involving Race or Ethnicity -**

- Refer to Policy # 218.2 – Terroristic Threats and Policy #218.3 – Racial and Ethnic Intimidation.[18][21]
- Immediate ten (10) day suspension.
- Continued investigation by the administration and police.
- Recommendation by the Superintendent for expulsion.

**Conspiracy -**

When two (2) or more students form a plan or work together to hurt, injure, or otherwise cause damage to property, reputation, or body to other students/persons or the school. Students who conspire to cause harm to other students, persons, or the school may be viewed as accomplices to an incident and may receive a citation in addition to the school punishment. Students who carry messages between other students or repeat threats involving other students will also be disciplined.

	<b>JSHS 7-12 and Logan PK-6</b>
1 <sup>st</sup> Offense	1 day OSS *
2 <sup>nd</sup> Offense	2 days OSS *
3 <sup>rd</sup> Offense	3 days OSS *
4 <sup>th</sup> Offense	4 days OSS *
5 <sup>th</sup> Offense	5 days OSS *
6 <sup>th</sup> Offense	10 days OSS * - Referral to the Superintendent for possible expulsion.

\*And any other disciplinary action deemed necessary and appropriate by the principal. The consequences listed above are viewed as minimum consequences. Different consequences may be levied in consideration of aggravating circumstances.

**Horseplay/Disruptive Behavior-**

Any action which interferes with the flow of education in the classroom is disruptive behavior. These include, but are not limited to, actions such as abusive language, throwing objects, physical actions, insubordination and insolence and forgery.

	<b>Logan PK-6</b>	<b>JSHS 7 &amp; 8</b>	<b>HJSHS 7-12</b>
1 <sup>st</sup> Offense	Conference with the Principal	1 day Detention*	3 days Detention *
2 <sup>nd</sup> Offense	1 day Detention *	2 days Detention*	1 day ABC -*
3 <sup>rd</sup> Offense	1 day ABC *	1 day ABC	2 days ABC -*
4 <sup>th</sup> Offense	2 days ABC *	2 days ABC*	3 days ABC -*
5 <sup>th</sup> Offense	1 day OSS *	1 day OSS*	1 day OSS - Citation if warranted *
6 <sup>th</sup> Offense	5 days OSS - Hearing with the Superintendent and/or the School Board for possible expulsion and any other disciplinary action deemed necessary and appropriate by the principal.	5 days OSS - Hearing with the Superintendent and/or the School Board for possible expulsion and any other disciplinary action deemed necessary and appropriate by the principal	6 days OSS - Hearing with the Superintendent and/or the School Board for possible expulsion and any other disciplinary action deemed necessary and appropriate by the principal.

\*And any other disciplinary action deemed necessary and appropriate by the principal. The consequences listed above are viewed as minimum consequences. Different consequences may be levied in consideration of aggravating circumstances.

**Destruction of School Property/Vandalism-**

If restitution is not made by the student for property vandalized, the situation will be turned over to the local magistrate. Notification of proper authorities is automatic in all vandalism cases.

- Cost of any item destroyed will be equal to the cost of replacement.

	<b>Logan Grades PK-3</b>	<b>Logan Grades 4-6</b>	<b>JSHS 7-12</b>
1 <sup>st</sup> Offense	1 day Detention *	1 day OSS *	1 day ABC -*
2 <sup>nd</sup> Offense	3 days Detention *	2 days OSS *	2 days ABC -*
3 <sup>rd</sup> Offense	3 days OSS *	3 days OSS *	1 day OSS *
4 <sup>th</sup> Offense	5 days OSS *	5 days OSS *	3 days OSS *
5 <sup>th</sup> Offense	10 days OSS *	10 days OSS *	5 days OSS *

Any graffiti, vandalism, or other defacement of school property is strictly prohibited.

Students can face suspension, expulsion and/or criminal charges for any graffiti, vandalism, or other defacement of school property.

\*And any other disciplinary action deemed necessary and appropriate by the principal. The consequences listed above are viewed as minimum consequences. Different consequences may be levied in consideration of aggravating circumstances.

**Leaving the Building Without Permission/Illegally Not Attending School -**

	<b>Logan PK-6</b>	<b>JSHS 7-12</b>
1 <sup>st</sup> Offense	1 day OSS *	1 day ABC -*
2 <sup>nd</sup> Offense	2 days OSS *	2 days ABC -*
3 <sup>rd</sup> Offense	3 days OSS *	1 day OSS *
4 <sup>th</sup> Offense	5 days OSS *	2 days OSS *
5 <sup>th</sup> Offense	10 days OSS *	3 days OSS *

\*And any other disciplinary action deemed necessary and appropriate by the principal. The consequences listed above are viewed as minimum consequences. Different consequences may be levied in consideration of aggravating circumstances.

**Cutting Class/In Unauthorized Area/Leaving Room Without Permission/Forgery/Misuse of a Pass -**

	<b>Logan PK-6</b>	<b>JSHS 7-12</b>
1 <sup>st</sup> Offense	3 days Detention *	3 days Detention *
2 <sup>nd</sup> Offense	1 day ABC *	1 day ABC -*
3 <sup>rd</sup> Offense	2 days ABC *	2 days ABC -*
4 <sup>th</sup> Offense	1 day OSS *	1 day OSS *
5 <sup>th</sup> Offense	3 days OSS *	3 days OSS *
6 <sup>th</sup> Offense	5 days OSS *	5 days OSS *

\*And any other disciplinary action deemed necessary and appropriate by the principal. The consequences listed above are viewed as minimum consequences. Different consequences may be levied in consideration of aggravating circumstances.

**Please Note:**

**LOGAN ELEMENTARY SCHOOL -**

Students who are either wandering the halls unsupervised or who are failing to report to their after-school activity will be considered as being in an unauthorized area and subject to the penalty for being in an unauthorized area as stated in the Discipline Policy in the Student Handbook.

An **unauthorized area** will be defined as any part of the building or grounds that a student has not been granted permission, by a faculty member, to enter. This will include, but not be limited to: using lavatories that are not on the same floor or area as a student's classroom, being in the gym area without permission, or being in the cafeteria or cafeteria lavatory when it is not that particular student's lunch period. This will apply to those students who roam the halls without a pass before homeroom.

**JSHS 7-12 -**

Students who are either wandering the halls unsupervised or who are failing to report to their after-school activity by 2:30 p.m. will be considered as being in an unauthorized area and subject to the penalty for being in an unauthorized area as stated in the Discipline Policy in the Student Handbook and may be considered to be criminally trespassing depending upon their reason for being in the building. All students found in the school building without a valid pass (coach, teacher, administrator, tutor, service agent) following 2:30 p.m. will be disciplined in the following manner:

\*It is the responsibility of the student to ask his/her coach, teacher, administrator, tutor, or service agent for a valid pass listing the location and time of departure from the assigned area. Failure to receive a valid pass will not be recognized as a valid excuse and the below criteria will be enforced!

**JSHS 7-12**

- 1st Offense            1 day OSS
- 2nd Offense           2 days OSS
- 3rd Offense           5 days OSS - Referral to Alternative Education Program for forty-five (45) days and prohibited from participating in all extracurricular activities for one (1) full year of school
- 4th Offense           10 days OSS - Referral for expulsion

If a student enters the lavatory of the opposite sex, that student will receive three (3) days OSS.

The term **misuse of a pass** will be defined as a student who does not adhere to the exact locations listed on the pass or as directed by a faculty member. Side trips will not be permitted. If a student reports to an area at the direction of a teacher, and the teacher is not there, they are to report directly back to the area they left.

Students may not leave their assigned area to see another teacher unless they have their current teacher's permission and a pass requesting their presence from the requesting teacher.

**Class Tardies** – Students are expected to be in class on time and to be prepared for class daily. Students who come late to class will receive the following punishments on the stated number of lates to class and/or school:

**JSHS 7-12 -**

- 3 class unexcused tardies – 1 day Detention
- 6 unexcused tardies – 3 days Detention
- 9 unexcused tardies – 1 day ABC/B.R.R
- 12 unexcused tardies – 1 day OSS

Subsequent class tardies: Additional ABC/B.R.R. or OSS, depending on number of accumulated tardies.

**Logan Elementary School –**

The student is tardy if arrival to class occurs after the bell has rung. The office will not issue passes for tardiness unless held by the office for some reason. If a student is late to class they must provide an excuse from their previous teacher or the tardy will be considered unexcused. Students are encouraged to refrain from loitering on the way to class. Students are responsible for avoiding tardiness to class.

**Number of tardies**

**Action**

- 1-2 \*                    Verbal warning, parent notified by teacher, office notified
- 3-5 \*                    Assignment of after school detention per each tardy
- 6-9                      Assignment to ABC room \*\* Parent conference
- 10                        OSS

**\*\* Students may be removed from field trips, dances, and special activities for the remainder of the school year**

**Threats to Students/Harassment/Comments Meant to Cause Alarm –**

	<b>Logan PK-6</b>	<b>JSHS 7-12</b>
1 <sup>st</sup> Offense	1 day OSS *	1 day OSS *
2 <sup>nd</sup> Offense	2 days OSS *	2 days OSS *
3 <sup>rd</sup> Offense	3 days OSS *	3 days OSS *
4 <sup>th</sup> Offense	5 days OSS *	5 days OSS *
5 <sup>th</sup> Offense	10 days OSS * - Referral to Superintendent for expulsion procedures.	10 days OSS - Referral to Superintendent for expulsion procedures. *

\*And any other disciplinary action deemed necessary and appropriate by the principal. The consequences listed above are viewed as minimum consequences. Different consequences may be levied in consideration of aggravating circumstances.

**Bullying -**

**Bullying** shall mean a pattern of repeated harmful behavior by a person with more physical or social power toward a less powerful person. Alternately, this power could be provided by a group of individuals. This may include a wide variety of behaviors, with deliberate intent to hurt, embarrass, or humiliate the other person. Please refer to Anti-Bullying Policy #249 for further explanation and consequences. Also included in Policy #249 is Bullying Retaliation consequences.[19]

**Theft/Extortion-** In all theft/extortion incidents, students will have to pay restitution for the item stolen and may receive a



citation.

**Major theft** shall be defined as a theft of goods valued at \$200.00 and up. Students who commit major theft will receive an automatic ten (10) day out-of-school suspension and charges filed with the police.

	Logan PK-6	JSHS 7-12
1 <sup>st</sup> Offense	Conference with the school counselor 3 days Detention *	3 days OSS *
2 <sup>nd</sup> Offense	3 days Detention 1 day OSS *	5 days OSS *
3 <sup>rd</sup> Offense	1 day OSS 3 days OSS *	5 days OSS *
4 <sup>th</sup> Offense	3 days OSS *	10 days OSS*
5 <sup>th</sup> Offense	5 days OSS *	10 days OSS - Referral to the Supt. for expulsion procedures.*

\*And any other disciplinary action deemed necessary and appropriate by the principal. The consequences listed above are viewed as minimum consequences. Different consequences may be levied in consideration of aggravating circumstances.

#### Selling of Items -

Students are not permitted to sell any item on school grounds or school activities without the expressed permission of the Administration. The items would include, but would not be limited to candy, powdered drink mixes, food, school supplies,

CDs, cards, etc. Students who sell items on school grounds or school events who do not have permission from the administration to sell anything will have the items confiscated and will receive the following punishments:

	JSHS 7-12
1st Offense	Verbal Reprimand, parent contact
2nd Offense	1 day Detention
3rd Offense	2 days Detention
4th Offense	3 days Detention
5th Offense and subsequent offenses	1 day OSS

#### Falsifying Records -

Definition: Any student who attempts to misrepresent data, manipulate or tamper with school records that include but are not limited to attendance, academic, and discipline records.

	Logan PK-6	JSHS 7-12
1 <sup>st</sup> Offense	1 day OSS *	1 day OSS *
2 <sup>nd</sup> Offense	2 days OSS *	2 days OSS *
3 <sup>rd</sup> Offense	3 days OSS *	3 days OSS *
4 <sup>th</sup> Offense	5 days OSS *	5 days OSS *
5 <sup>th</sup> Offense	10 days OSS * - Referral to the Superintendent for possible expulsion.	10 days OSS * - Referral to the Superintendent for possible expulsion.

\*And any other disciplinary action deemed necessary and appropriate by the principal. The consequences listed above are viewed as minimum consequences. Different consequences may be levied in consideration of aggravating circumstances.

#### Extreme Violent/Disruptive Behavior-

Extreme violent behavior shall include but not be limited to the following acts:

- Bomb threats.[18]
- Arson.[1]
- **Weapon** (*Weapons shall include, but not be limited to, firearm; knives; metal knuckles; straight razors; any instrument that resembles a weapon; explosives; noxious, irritating or poisonous gases; poisons; drugs or other items fashioned with the intent to use, sell, harm, threaten or harass students, staff, parents/guardians, and patrons. Any loaded or unloaded firearm or dangerous weapon possessed on or about a person while on district property is subject to seizure or forfeiture.*)
- Gang activity.
- Use or possession of incendiary device.
- Setting off fire alarm.
- Threats to faculty (referred to proper authorities).

- Making prank or phony emergency, fire or 911 calls.
- Sexual misconduct, lewd behavior, indecent exposure.
- Vandalism of property of \$200.00 or more.
- Theft of property of \$200.00 or more.
- Computer data violations, hacking into the school database, sending-posting inappropriate/threatening material on or through the school web sites.[20]
- Students who make comments to other students, teachers, administrators, support staff members, security personnel or any other persons concerning the killing, maiming or harming of other students or groups of students, even if that statement is not directly to the students about whom the comments are being made.
- Students who use a camera or cell phone to take inappropriate photos and/or videos of another student, teacher, administrator, support staff member, security personnel or any other persons with or without that person's knowledge and/or distribute those photos to others.
- Unauthorized entry into the building – Breaking and entering.

**Logan Elementary Schools –**

FOOD FIGHTS/PRANKS: Students who engage in a food fight, or who bring in prank items, such as silly string, beach balls, air horns, balloons, etc., will be suspended for ten (10) days and will have charges filed against them.

**JSHS 7-12 –**

FOOD FIGHTS/SENIOR PRANKS: Students who engage in a food fight or a senior prank, or who bring in prank items to be part of a senior prank, such as silly string, beach balls, air horns, balloons, etc., will be suspended for ten (10) days and will have charges filed against them. If the senior prank/food fight occurs on the last day of a senior's enrollment, the senior will not be permitted to participate in graduation ceremonies or other year end activities such as Baccalaureate and senior breakfast. Diplomas of seniors who are not permitted to participate in commencement will be available at the JSHS 7-12 office on the day after graduation and may be picked up by the senior and/or members of his/her family.

\*Students who deliberately physically assault, push or trip a teacher, security officer, or district staff member will be suspended from school for ten (10) days and charges will be filed against that student. Students who physically interfere with a teacher who is attempting to break up a fight will also be suspended from school for ten (10) days and will have charges filed against him/her.

Logan PK-6	JSHS 7-12
Any of the above offenses will result in 10 days OSS, notification of proper authorities and referral to the Superintendent for expulsion procedures. *	Any of the above mentioned offenses result in 10 days OSS, notification of proper authorities and referral to the Superintendent for expulsion procedures. *

\*And any other disciplinary action deemed necessary and appropriate by the principal. The consequences listed above are viewed as minimum consequences. Different consequences may be levied in consideration of aggravating circumstances. The district reserves the right to seek restitution for all costs associated with any of the above actions through either civil or criminal proceedings.

**PLEASE NOTE:** The intentional spraying of perfumes, colognes and other airborne fragrances in hallways, classrooms, all common areas and on school buses is strictly prohibit

Weapons Policy

No weapons, or instrument which resembles a weapon, may be brought onto school property, including, but not limited to, the school building, outdoor facilities or buses; or to any school-related activity sponsored by the East Allegheny School District. A **weapon** shall include, but not be limited to, any knife, cutting instrument, or implement capable of inflicting bodily injury, or instrument, which resembles a weapon, which, if real, would inflict bodily injury, and is possessed under circumstances not manifested appropriate for lawful uses which it may have. This includes firearms, which are not loaded or lack a clip or other component to render it operable. The consequences of a weapon's violation will be rendered as per the Discipline Code policy.[1]

In situations involving weapons, the Superintendent may recommend lesser punishment.

Citations are issued in disorderly conduct, harassment, threats and smoking discipline policy violations.

The East Allegheny School District works with law enforcement and other professional organizations.[14]

Minor Offenses

**Minor offenses** will be defined as, but not limited to, the following:

- Minor disrespectful behavior, failure to respond to direction, improper/disrespectful language, dress code violations, possession of noninstructional items, removal of food/drink from the cafeteria, eating in class, arguments with peers, attendance sheet violations, students deliberately missing Vo-Tech bus, inappropriate display of affection in the building, insolence, loitering (student standing around, with no apparent legal, logical reason for being in an area).

Faculty members may assign before school, after school or Saturday detention, if available.

Minor offenses are items that are addressed by faculty members.

Repeated minor offenses will result in either detention or OSS and administrative intervention.

	Logan PK-6	JSHS 7-12
1 <sup>st</sup> Offense	Loss of classroom privileges from 1-3 days as per teacher *	Verbal reprimand
2 <sup>nd</sup> Offense	2 days Detention *	1 day of Detention
3 <sup>rd</sup> Offense	3 days Detention *	3 days Detention *
4 <sup>th</sup> Offense	1 day OSS *	1 days ABC *
5 <sup>th</sup> Offense	3 days OSS *	2 days ABC *
6 <sup>th</sup> Offense	5 days OSS *	3 days ABC *
7 <sup>th</sup> Offense	10 days OSS *	1 day OSS *
8 <sup>th</sup> Offense		3 days OSS *
9 <sup>th</sup> Offense		5 days OSS *

\*And any other disciplinary action deemed necessary and appropriate by the principal. The consequences listed above are viewed as minimum consequences. Different consequences may be levied in consideration of aggravating circumstances.

**DRESS CODE VIOLATIONS**

	LOGAN K-6	JSHS 7-12
1 <sup>st</sup> Offense	Loss of Classroom Privileges	1 Day Detention
2 <sup>nd</sup> Offense	2 Days Detention	1 Day ABC/BRR
3 <sup>rd</sup> Offense	3 Days Detention	1 Day OSS and no school activities for 45 consecutive days.
4 <sup>th</sup> Offense	1 Day OSS	3 Days OSS and no school activities for 90 consecutive school days.
5 <sup>th</sup> Offense	3 Days OSS	5 Days OSS and no school activities for the remainder of the school year.
6 <sup>th</sup> Offense	5 Days OSS	Subsequent dress code violations may result in additional OSS or any other disciplinary action deemed appropriate by the principal, including a referral to the Superintendent. Restricted school activities include, but are not limited to, all school dances, including homecoming and prom, all school athletics, band, cheerleading, senior breakfast and graduation.
7 <sup>th</sup> Offense	10 Days OSS	

**Spitting**

Students who spit on other students or people will be suspended from school for three (3) days. Students who spit on teachers, custodians, bus drivers or other adults will be suspended for five (5) days.

**Confiscation**

**JSHS 7-12 and Logan Elementary** - All noninstructional items will be confiscated from students. The student, for a fee of \$3.00, may pick up items such as hats, Gameboys and walkmans in the office at the end of the school day. An adult family member must pick up beepers at the end of the day, also for a fee of \$3.00.

**Elementary** - All noninstructional items will be confiscated from students and must be picked up by an adult family member.

All prank, obscene and potentially harmful items will not be returned.

**Illegal Use or Possession of Drugs or Alcohol**

Discipline procedures: Follow School Board policy #227.[2]

**Use and/or Possession of Tobacco**

**Elementary** - The use of tobacco products in public schools is against the law and Goals 2000, and it is illegal for minors to use or possess tobacco products. In the event that a student is caught using or possessing any tobacco product, a citation will be issued and the proper authorities will be notified.[17]

**JSHS 7-12** - It is the intent of the high school administration to provide a safe and healthful environment for all students and employees



of the district, as well as to comply with state law. Smoking and/or the use of tobacco in any form by students is strictly prohibited in any district building, school vehicle, on school property, or at any school-related activity on or off school property (i.e., prom).[17]

For the purpose of this policy, **tobacco use** shall mean all smoking and the use of smokeless tobacco in any form. THIS INCLUDES POSSESSION OF A CIGARETTE, CIGAR, PIPE OR OTHER SMOKING EQUIPMENT. Violations of this policy will be subject to BOCA code enforcement. All district administrators are BOCA Code enforcement personnel.

	<b>Logan PK-6</b>	<b>JSHS 7-8</b>	<b>JSHS 7-12</b>
1 <sup>st</sup> Offense	1 day OSS - Citation *	3 days OSS - Citation *	5 days OSS & Citation
2 <sup>nd</sup> Offense	3 days OSS - Citation *	3 days OSS - Citation *	10 days OSS - Citation *
3 <sup>rd</sup> Offense	5 days OSS - Citation *	5 days OSS - Citation *	2 month expulsion; reduced to 1 month if a student attends a tobacco cessation class.
4 <sup>th</sup> Offense	10 days OSS - Citation *	10 days OSS - Citation *	Expulsion for the remainder of the year; placement in alternative education.

\*And any other disciplinary action deemed necessary and appropriate by the principal. The consequences listed above are viewed as minimum consequences. Different consequences may be levied in consideration of aggravating circumstances.

Bus Riders

Since ninety-five percent (95%) of our students are transported by bus, it is imperative that all riders follow common sense rules for their safety. Students are not to throw objects out of windows or around the bus and should keep their head and arms inside the bus. There is to be no horseplay or disruptive talk, or anything to distract the driver. Fighting or disrespect to the driver will result in disciplinary action. The district is responsible from the time the student leaves his/her home until their return at the end of the school day. Remember, riding the bus is a privilege, which can be suspended. Smoking on school buses is prohibited. Our goal will be to protect the welfare and safety of everyone on the bus; therefore, any and all reports from the bus driver will be handled in a complete and serious manner.[22]

Students may not ride other students' bus home to or from school for any reason and must board or get off of the bus at their designated bus stop. Failure to adhere to this procedure will result in consequences as per the bus policy (outlined in student handbooks).

Bus Offenses

Fighting on the bus and/or at the bus stop is a MAJOR OFFENSE and will be dealt with as per the policy.

Other Bus Offenses

1. First Offense - Meeting with the principal \*
2. Second Offense - 1 day bus suspension \*
3. Third Offense - 3 days bus suspension \*
4. Fourth Offense - 5 days bus suspension \*

After a fifth incident, a parental conference will be held to determine if the child should lose bus privileges for the remainder of the year.  
\*

**JSHS 7-12 –**

Students riding the activity bus or ANY after school-sponsored transportation activity, will be issued a pass from their coach, tutor, teacher, service agent, or administrator. No student without a pass will be permitted upon the activity bus for any reason. Any individual who would force his/herself onto the bus will prompt the immediate calling of the local law enforcement agencies to remove the individual. This is for the required safety of our students and bus personnel.

\*And any other disciplinary action deemed necessary and appropriate by the principal. The consequences listed above are viewed as minimum consequences. Different consequences may be levied in consideration of aggravating circumstances.

Locker and Locker Search Policy

It should be remembered that a student's locker is the property of the East Allegheny School District. District authorities and/or their agents may search a student's locker and seize any illegal materials. The search of a student's locker may be without warning if there is a reasonable suspicion to believe that the locker contains material(s) which may pose a threat to the health, safety and welfare of students, employees or visitors. Furthermore, district authorities shall conduct random canine sniffing of each locker throughout the school year, even without probable cause to do so. Any illegal items may be seized by district authorities and/or law enforcement agencies and used as evidence against the student in the proper forum.[23]

Prior to a locker search, the student shall be notified and be given the opportunity to be present. An administrator will usually request the presence of another member of the district's staff during the locker search. Students are assigned a locker and will be responsible for its contents.[24]

Examples and disciplinary options in this policy are not limited to those provided.



## **Delegation of Responsibility**

### **Student Responsibilities**

Students attend school to receive a quality education. Therefore, each student should:

1. Know all the rules and regulations for student behavior.
2. Accept responsibilities for his/her actions.
3. Understand that, by law, the teacher functions in place of the parent/guardian while the student is in school.[25]
4. Recognize that teacher and principal authority extends beyond the classroom and to all school-sponsored activities.
5. Respect and protect school property and the property of others.
6. Be aware that by law it is mandatory to attend school until the age of seventeen (17) and that good attendance is essential to learning.[26]

### **Parent/Guardian Responsibilities**

A positive relationship between the home and the school enhances the student's achievement and development. To achieve this relationship, parents/guardians are expected to:

1. Know all the rules and regulations for student behavior.
2. Be aware of the responsibilities established for their children by school personnel.
3. Teach and provide a model for self-respect, respect for the law, respect for the rules of the school, respect for school personnel and students and respect for public property.
4. Provide a home atmosphere conducive for study.
5. Support prompt and regular school attendance.

### **Teacher Responsibilities**

Teachers have the largest proportion of contact hours with students than any other school personnel. Teachers' responsibilities extend beyond content matter instruction to the support and enforcement of school rules and regulations.

In order to achieve educational goals, teachers must:

1. Know all the rules and regulations for student behavior.
2. Reinforce the discipline code as it relates to the classroom.
3. Enforce all rules in all areas of the school.
4. Provide an atmosphere of mutual respect and encourage a positive self-image and sense of self-worth for each student.
5. Serve in place of the parent/guardian in matters of discipline in accordance with Pennsylvania School Law.[25]
6. Handle minor student infractions of the discipline code.
7. Report to the principal any student who threatens his/her own safety or the safety of others or who seriously interferes with the educational process.
8. Develop a cooperative relationship with parents/guardians and students.

### **Principal Responsibilities**

Principals assume total responsibility for the orderly operation of the schools. The building principal must:

1. Know all the rules and regulations for student behavior.
2. Provide a climate of mutual respect and assume responsibility for dissemination and enforcement of the discipline code.
3. Be available to teachers, parents/guardians and students in order to resolve discipline problems.
4. Provide orientation and in-service programs on student discipline.

### **Central Administration and Board Responsibilities**

As the educational leaders and policy makers, the Board and the Central Office Administration must:

1. Maintain an atmosphere of openness and mutual respect.
2. Develop, implement and maintain an appropriate discipline code.

3. Provide a safe and secure environment for all members of the school community.

The Superintendent shall promulgate rules and regulations to implement Board policy for student conduct.

The Superintendent or designee shall publish and provide to all staff, students and parents/guardians the rules for student behavior contained in the Code of Student Conduct and the sanctions, which may be imposed for violations of those rules. A copy of the Code shall be made available in each school.

The building principal shall have the authority to assign discipline to students, subject to the policies, rules and regulations of the district and to the student's due process right to notice, hearing, and appeal.

Teaching staff members and other employees of this Board having authority over students shall have the authority to take reasonable actions necessary to control the disorderly conduct of students in all situations and in all places where such students are within the jurisdiction of this Board and when such conduct interferes with the educational program of the schools or threatens the health and safety of others.

Last Modified by Lila Sedlak on July 19, 2017





Book	Policy Manual
Section	200 Pupils
Title	Copy of Dress and Grooming
Number	221
Status	
Legal	<a href="#">1. 24 P.S. 1317.3</a> <a href="#">2. 22 PA Code 12.11</a> 3. Pol. 325 4. Pol. 425 5. Pol. 525 6. Pol. 233
Adopted	October 9, 2000
Last Revised	October 12, 2015

### **Purpose**

The Board recognizes that each student's mode of dress and grooming is a manifestation of personal style and individual preference.

### **Authority**

The Board will not interfere with the right of students and their parents/guardians to make decisions regarding their appearance, except when their choices affect the educational program of the schools or the health and safety of others. [\[1\]](#)[\[2\]](#)

The Board has the authority to impose limitations on students' dress in school. [\[1\]](#)

Students may be required to wear certain types of clothing while participating in physical education classes, technical education, extracurricular activities, or other situations where special attire may be required to ensure the health or safety of the student. [\[2\]](#)

### **Delegation of Responsibility**

The Board authorizes the administration to designate which types of dress or appearance disrupt or detract from the educational programs.

Staff members shall be instructed to demonstrate, by example, positive attitudes toward neatness, cleanliness, propriety, modesty, and good sense in attire and appearance. [\[3\]](#)[\[4\]](#)[\[5\]](#)

The Superintendent shall ensure that all rules implementing this policy impose only the minimum necessary restrictions on the exercise of the student's taste and individuality. [\[2\]](#)

### **Guidelines**

Student dress and personal appearance must be of such character so as not to disrupt or distract from the education environment of the school. Any form of dress or appearance so determined to diminish instructional effectiveness or discipline control by teachers is prohibited.

[Please refer to Attachment #1 \(K-6\) and Attachment #2 \(7-12\) for specific dress code guidelines.](#)

~~The following guidelines shall apply to student dress and grooming:~~

- ~~1. The district shall require the wearing of shoes. Slippers, flip flops or any type of rubber shoes, are not permitted. The administration has the right to define when the apparel is not appropriate and disrupts the educational setting. Students are not permitted to wear various styles of shoes or sandals, including flip flops and sandals, in certain classes, such as industrial arts, or physical education where there is a chance for injury. Students who insist on wearing flip flops or sandals to a class in which they are not permitted, will not be permitted to participate in the class and will receive a zero on work assigned that day. **The administration may prohibit any footwear at their discretion.** Parents and students take full responsibility for any injury occurred as a result of an improper shoe or sandal. Slippers are not permitted. Junior/Senior High School Only — In some cases, flip-flops may be permitted.~~
- ~~2. Pants with belt loops shall be worn with a belt that is properly fastened. Pants shall be worn so that the waistband is worn at the waist and not below the waist. Sagging pants are not permitted.~~
- ~~3. Undergarments shall not be exposed under any attire. Midriff or upper chest shall not be exposed.~~
- ~~4. The district prohibits the use of cane/cane-like items unless approved by the nurse for medical reasons.~~
- ~~5. The district prohibits the wearing of any apparel that may constitute a threat to the health, safety or welfare of students.~~
- ~~6. All shirts and tops shall have a sleeve. Blouses and shirts must be buttoned. Bare midriffs and bare backs are not permitted. Tank tops,~~

spaghetti-string tops and sleeveless shirts are not permitted if they are deemed inappropriate by the administration and disrupts the educational setting. Unacceptable shirts include but are not limited to undershirts (white tank tops), tube tops, mesh shirts, see-through shirts and halter tops. The administration may prohibit any clothing at their discretion.

7. All shorts, culottes, skirts and dresses shall be finger-tip length or no more than 4" above the knee. The administration may prohibit any clothing at their discretion. Any school approved sports uniform may be permitted.
8. Spandex or skin-tight outfits (i.e. leggings or similar) of any type or material are not permitted if they are deemed inappropriate by the administration or disrupts the educational setting. The administration may prohibit any clothing at their discretion. The Administration has the right to define when the apparel is not appropriate and disrupts the educational setting.
9. Coats, jackets, or garments designed for protection from outdoor weather are not to be worn in school during the school day.
10. The district prohibits the wearing of hats, caps, hoods or other head coverings inside the building. The carrying of hats or caps in the building is not permitted. They must be placed in a locker upon arrival. Sunglasses are not permitted indoors. If a student enters the building wearing a hat, the student will be asked to remove the hat. This will be documented and repeat offenses of wearing the hat will result in the hat being confiscated.
11. The wearing of bandannas or handkerchiefs on heads, around necks, hanging out of pockets or tied to any part of the body is prohibited.
12. The district prohibits the display of slogans or advertising on clothing which by their controversial or obscene nature disrupts the educational setting or is sexual in nature and offensive. Clothing advertising alcohol, tobacco, or drugs may not be worn. Clothing with suggestive, double-meaning, or derogatory pictures or phrases will not be permitted (ex. the frowning snowman).
13. The wearing of torn, ripped or frayed clothing above the knee is prohibited if skin is showing 4" above the knee. This applies to clothes that are designed to have holes and rips above the knee, as well as clothes that are ripped and worn through age and use. **Undergarments should not be visible.** The administration may prohibit any clothing at their discretion.
14. All shirts must be so long as to come to the waist and all pants must be worn up to the waist. Bare midriffs are not permitted.
15. Jewelry and chains that constitute a hazard are to be removed or they will be confiscated. Jewelry, chains, belts or bracelets with metal spikes, and dog collars cannot be worn. If these items are worn, they will be confiscated.
16. Pajamas, pajama pants, and other forms of sleepwear are not permitted to be worn to school.
17. Any part of a student's dress that is disruptive to the educational environment will not be permitted.

#### Discipline - Minor Offenses - Dress Code Violations

Logan PK-6	JSHS 7-12 High School Logan PK-6	JSHS 7-12
1 <sup>st</sup> Offense	Loss of classroom privileges from 1-3 days as per teacher *	1 Day Detention Verbal reprimand
2 <sup>nd</sup> Offense	2 days Detention *	1 day of ABC/BRR Detention
3 <sup>rd</sup> Offense	3 days Detention *	3 days Detention * 1 Day OSS and no school activities for 45 consecutive school days.
4 <sup>th</sup> Offense	1 day OSS *	3 Days OSS and no school activities for 90 consecutive school days. 1 days ABC *
5 <sup>th</sup> Offense	3 days OSS *	5 Days OSS and no school activities for the remainder of the school year. 2 days ABC *
6 <sup>th</sup> Offense	5 days OSS *	3 days ABC * Subsequent Dress Code violations may result in additional OSS or other disciplinary action deemed appropriate by the principal, including a referral
7 <sup>th</sup> Offense	10 days OSS *	1 day OSS * to the Superintendent. Restricted school activities include, but are not limited to: all school dances, including homecoming and prom, all school athletics, band, cheerleading, senior breakfast and graduation.
8 <sup>th</sup> Offense	3 days OSS *	
9 <sup>th</sup> Offense	5 days OSS *	

#### Gang-Related Attire

The administration and Board desires to keep the district schools and students free from the threats or harmful influence of any groups or gangs which advocate drug use or disruptive behavior. The administration and Board therefore prohibits the presence of any apparel, jewelry, accessory, notebook or manner of grooming which, by virtue of its color, arrangement, trademark, or any other attribute, denotes membership in such a group.

The East Allegheny School District has a zero tolerance on gangs and gang attire. The East Allegheny School District also has a zero tolerance for student-initiated groups or cliques that intimidate others and advertise said groups on shirts, hats, book bags or other clothes. Any student group that wishes to wear shirts for a student event, such as the Powder Puff game, Homecoming, Band, or other activities, must have permission from the administration to wear such shirts to school. Students may not wear shirts, hats or bring book bags that have self-made writing on them that promotes student cliques, outside personal events of students, or memorializes students. Students who wear such shirts, hats, sweats, book bags, and other clothing to school will be sent to the office. The students will be made to change the outfit, and the offending article of clothing will be confiscated. Parents/Guardians will be notified.

Student refusal to adhere to the dress code policy will result in suspension from school. Students may not return to school from said suspension unless accompanied by a parent/guardian. [6]

These guidelines shall be applied at the principal's discretion as the need for it arises at individual school sites.

Any student wearing or carrying overt gang paraphernalia or making gestures that symbolize gang membership shall be referred to the principal(s) or his/her designee.

Disciplinary problems shall be handled as individual problems and not labeled as gang problems.

[221-Attach1 rev for EASD 6-23-2017.pdf \(121 KB\)](#)

[221-Attach2 REV FOR EASD 6-23-2017.pdf \(121 KB\)](#)

Last Modified by Lila Sedlak on July 19, 2017

EAST ALLEGHENY SCHOOL DISTRICT

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**DRESS CODE**

The purpose for implementing this student dress code policy for all students in grades Kindergarten through 12 is to strengthen the learning environment for classroom instruction and academic performance; prevent disruption to the educational process; prevent distraction to students, staff and the educational process; facilitate learning; increase the atmosphere for school pride and personal appearance; and enhance the image of students and the school in the community. While requiring a specific type of clothing, it is not the district's purpose to interfere with student decisions or freedom of expression. However, the safety of all students, the security of the building, and the environment in which our students learn must be the foremost objective of the district.

This dress code policy shall be in effect during the regular school year.

Dress Code for Grades K to 6**BOYS-**

1. Tops - Shirts with a collar and sleeve, in solids, stripes, or plaids, are required. Pictures or wording on the shirt are prohibited. Solid color sweaters including crew neck, v-neck, full length zipper, half-zipper pullover, boat neck, vest/sweater vest, and cardigan can be worn as part of a layered outfit with a collared shirt. Button down dress shirts, with a collar and long or short sleeves, which have patterns.

No more than the top two (2) buttons may be unbuttoned on any style of a collared shirt.

A manufacturer's logo/emblem is permitted on the upper front corner of the shirt or on the sleeve.

All shirts must have finished seams, including sleeves, collars, and shirt sides.

Clothing that is torn, revealing, or tight is inappropriate school attire. Clothing that promotes drugs, alcohol, weapons or is offensive either by racial or sexual reference is prohibited.

2. Bottoms - Bottoms are permitted in the following colors: shades of **black, blue, and brown/tan** and must be solid in color. Jeans-denim-are permitted, **without holes**. Pants can be pleated or unpleated. Length of pants should not extend beyond the bottom of the shoe and should not drag on the floor. The width of the pant bottom should be no larger than the shoe size. Shorts that are near the knee are permitted.

It is recommended that students wear a belt with bottoms. All bottoms must be worn at the waist. *The waist is defined as the area between the bottom of the rib cage and top of the hip bone.*

All bottoms must have a finished hem.

3. Shoes - Dress shoes, boots, sneakers, and sandals are permitted. Slippers, flip-flops, and sneakers with wheels are not permitted.

4. All clothing must be sized appropriately; therefore clothing must be no more than one (1) regular size larger or smaller than the student actually measures.

### **GIRLS-**

1. Tops - Shirts with a collar and sleeve, in solids, stripes, or plaids, are required. Pictures or wording on the shirt are prohibited. Solid color sweaters including crew neck, v-neck, full length zipper, half-zipper pullover, boat neck, vest/sweater vest, and cardigan can be worn as part of a layered outfit with a collared shirt. Button down dress shirts, with a collar and long or short sleeves, which have patterns.

No more than the top two (2) buttons may be unbuttoned on any style of a collared shirt.

A manufacturer's logo/emblem is permitted on the upper front corner of the shirt or on the sleeve.

All shirts must have finished seams, including sleeves, collars, and shirt sides.

Clothing that is torn, revealing, or tight is considered to be inappropriate school attire. Clothing that promotes drugs, alcohol, weapons, or is offensive either by racial or sexual reference is prohibited.

2. Bottoms - Bottoms are permitted in the following colors: shades of **black, blue, and brown/tan** and must be solid in color. Jeans-denim-are permitted, **without holes**. Pants can be pleated or unpleated. Length of pants should not extend beyond the bottom of the shoe and should not drag on the floor. The width of the pant bottom should be no larger than the shoe size. In addition to these choices, capri pants, jumpers, skirts, shorts, and skorts are also permitted but limited in colors to those outlined above. The hemline must be near the knee.

It is recommended that students wear a belt with bottoms. All bottoms must be worn at the waist. *The waist is defined as the area between the bottom of the rib cage and top of the hip bone.*

All bottoms must have a finished hem.

3. Dresses - All dresses must have a collar and sleeves. All jumpers must be worn with an approved collared top. Dresses and jumpers must be a solid color, the appropriate length and have a finished hem. Dresses with collar and long or short sleeves, with patterns or plaids.

4. Socks - Any color sock is permitted. Leggings, tights, leotards, etc. are recommended under dresses, skirts, and skorts and must be in a solid color.

5. Shoes - Dress shoes, boots, sneakers, and sandals are permitted. Slippers, flip-flops, and sneakers with wheels are not permitted.

6. All clothing must be sized appropriately; therefore clothing must be no more than one (1) regular size larger or smaller than the student actually measures.

### **PROHIBITED**

Hooded tops or "hoodies" are prohibited. Hooded tops or "hoodies" may be worn as outerwear but must be placed in lockers upon arrival to school.

Outerwear/Outdoor clothing is not permitted once classes begin.



Wearing an oversize/draping shirt hanging at the knee area, touching the knee, or below the knee is strictly prohibited.

Draping articles of clothing, towels, or other objects out of pant pockets are not permitted.

Tops which expose cleavage, undergarments, or waist/belly button /stomach area are strictly prohibited.

Cut-offs or holes of any kind are not permitted in bottoms. Students are not permitted to wear leggings/jeggings as pants, pajama bottoms, yoga pants, athletic style pants and shorts, or sweat pants/jogging pants and sweat shorts, which includes fleece, stretch knits, cotton, nylon, spandex and velour.

Wearing bottoms which expose skin or undergarments or wearing oversized, draping baggy style pants to create a “sag” look is strictly prohibited.

Fishnet or ripped-up stockings are not permitted.

No head coverings are permitted. This includes but is not limited to caps, hats, hoods, bandanas, wave caps, sweatbands, skull caps, sunglasses, headsets, or any other head covering. Combs, rakes, or picks should not be worn in the hair

Any gang attire, symbols, signs, tattoos, hairstyles, or other evidence of membership in, or affiliation with, recruitment of, or desire to be affiliated with any gang is prohibited.

### **JEWELRY AND ACCESSORIES**

Jewelry or accessories that may be used as weapons are not to be worn to school. This includes but is not limited to jewelry such as spiked rings, spiked bracelets, spiked dog collars, chained wallets, two (2) or three (3) finger rings that are connected, and bulky chains worn around the neck or waist.

Chains and sharp objects such as spikes are not allowed on clothing or book bags.

Students may not wear tinted glasses or sunglasses. Gold teeth or grills of any type are strictly prohibited.

### **RELIGIOUS/OTHER EXEMPTIONS**

Students may be required to wear certain types of clothing while participating in physical education classes, technical education, extracurricular activities, or other situations where special attire may be required to ensure the health or safety of the student. This may be determined by the building principal.

Requests for exemptions from the dress code based upon one’s religion or religious beliefs must be made at least seventy-two (72) hours in advance in writing to the Principal. The letter must include an explanation of why the religion/religious belief prevents compliance with the dress code.

Other exceptions will require approval from the Building Principal. Such exception requests must be made in writing at least twenty-four (24) hours in advance and must include a reason/explanation for the request.

### **GENERAL**

All clothing is to be clean and neat.

Attire that is not in compliance with this dress code policy is not permitted. In addition to the clothing items expressly prohibited under this policy, Principals and District Administration have discretion to address any attire/body art that is offensive, degrading, vulgar, contrary to the educational mission of the school, disrupting the learning environment, or infringing upon the rights of others.

### **Transfer Students**

Transfer students must be in compliance with the dress code policy by the first attended day of school.

### **VIOLATIONS**

**\*TBA by building**

Repercussions for dress code violations will be determined by the building principals. Infractions could result in:

- Notification to parents
- Detentions
- In-school suspensions
- Out-of-school suspensions



## EAST ALLEGHENY SCHOOL DISTRICT

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### DRESS CODE

The purpose for implementing this student dress code policy for all students in grades Kindergarten through 12 is to strengthen the learning environment for classroom instruction and academic performance; prevent disruption to the educational process; prevent distraction to students, staff and the educational process; facilitate learning; increase the atmosphere for school pride and personal appearance; and enhance the image of students and the school in the community. While requiring a specific type of clothing, it is not the district's purpose to interfere with student decisions or freedom of expression. However, the safety of all students, the security of the building, and the environment in which our students learn must be the foremost objective of the district.

This dress code policy shall be in effect during the regular school year.

#### Dress Code for Grades 7 to 12

##### **BOYS-**

1. Tops - Shirts with a collar and sleeve, in solids, stripes, or plaids, are required. Pictures or wording on the shirt are prohibited. Solid color sweaters including crew neck, v-neck, full length zipper, half-zipper pullover, boat neck, vest/sweater vest, and cardigan can be worn as part of a layered outfit with a collared shirt. Button down dress shirts, with a collar and long or short sleeves, which have patterns.

No more than the top two (2) buttons may be unbuttoned on any style of a collared shirt.

A manufacturer's logo/emblem is permitted on the upper front corner of the shirt or on the sleeve.

All shirts must have finished seams, including sleeves, collars, and shirt sides.

Clothing that is torn, revealing, or tight is inappropriate school attire. Clothing that promotes drugs, alcohol, weapons or is offensive either by racial or sexual reference is prohibited.

2. Bottoms - Bottoms are permitted in the following colors: shades of **black, blue, and brown/tan** and must be solid in color. Pants can be pleated or straight. Length of pants should not extend beyond the bottom of the shoe and should not drag on the floor. The width of the pant bottom should be no larger than the shoe size. Shorts that are near the knee are permitted.

It is recommended that students wear a belt with bottoms. **All** bottoms must be worn at the waist. *The waist is defined as the area between the bottom of the rib cage and top of the hip bone.*

All bottoms must have a finished hem.

3. Shoes - Dress shoes, boots, sneakers, and sandals are permitted. **Slippers, flip-flops, and sneakers with wheels are not permitted.**

4. All clothing must be sized appropriately; therefore clothing must be no more than one (1) regular size larger or smaller than the student actually measures.

#### **GIRLS-**

1. Tops - Shirts with a collar and sleeve, in solids, stripes, or plaids, are required. Pictures or wording on the shirt are prohibited. Solid color sweaters including crew neck, v-neck, full length zipper, half-zipper pullover, boat neck, vest/sweater vest, and cardigan can be worn as part of a layered outfit with a collared shirt. Button down dress shirts, with a collar and long or short sleeves, which have patterns.

No more than the top two (2) buttons may be unbuttoned on any style of a collared shirt.

A manufacturer's logo/emblem is permitted on the upper front corner of the shirt or on the sleeve.

All shirts must have finished seams, including sleeves, collars, and shirt sides.

Clothing that is torn, revealing, or tight is considered to be inappropriate school attire. Clothing that promotes drugs, alcohol, weapons, or is offensive either by racial or sexual reference is prohibited.

2. Bottoms - Bottoms are permitted in the following colors: shades of **black, blue, and brown/tan** and must be solid in color. Pants can be pleated or straight Length of pants should not extend beyond the bottom of the shoe and should not drag on the floor. The width of the pant bottom should be no larger than the shoe size. In addition to these choices, capri pants, jumpers, skirts, shorts, and skorts are also permitted but limited in colors to those outlined above. The hemline must be near the knee.

It is recommended that students wear a belt with bottoms. All bottoms must be worn at the waist. *The waist is defined as the area between the bottom of the rib cage and top of the hip bone.*

All bottoms must have a finished hem.

3. Dresses - All dresses must have a collar and sleeves. All jumpers must be worn with an approved collared top. Dresses and jumpers must be a solid color, the appropriate length and have a finished hem. Dresses with collar and long or short sleeves, with patterns or plaids.

4. Socks - Any color sock is permitted. Leggings, tights, leotards, etc. are recommended under dresses, skirts, and skorts and must be in a solid color.

5. Shoes - Dress shoes, boots, sneakers, and sandals are permitted. Slippers, flip-flops, and sneakers with wheels are not permitted.

6. All clothing must be sized appropriately; therefore clothing must be no more than one (1) regular size larger or smaller than the student actually measures.

#### **PROHIBITED**

Hooded tops or "hoodies" are prohibited. Hooded tops or "hoodies" may be worn as outerwear but must be placed in lockers upon arrival to school.

Outerwear/Outdoor clothing is not permitted once classes begin.

Wearing an oversize/draping shirt hanging at the knee area, touching the knee, or below the knee is strictly prohibited.

Draping articles of clothing, towels, or other objects out of pant pockets are not permitted.

Tops which expose cleavage, undergarments, or waist/belly button /stomach area are strictly prohibited.

Denim (Jeans) of any type is prohibited. Cut-offs or holes of any kind are not permitted in bottoms. Students are not permitted to wear leggings/jeggings as pants, pajama bottoms, yoga pants, athletic style pants and shorts, or sweat pants/jogging pants and sweat shorts, which includes fleece, stretch knits, cotton, nylon, spandex and velour.

Wearing bottoms which expose skin or undergarments or wearing oversized, draping baggy style pants to create a “sag” look is strictly prohibited.

Fishnet or ripped-up stockings are not permitted.

No head coverings are permitted. This includes but is not limited to caps, hats, hoods, bandanas, wave caps, sweatbands, skull caps, sunglasses, headsets, or any other head covering. Combs, rakes, or picks should not be worn in the hair

Any gang attire, symbols, signs, tattoos, hairstyles, or other evidence of membership in, or affiliation with, recruitment of, or desire to be affiliated with any gang is prohibited.

### **JEWELRY AND ACCESSORIES**

Jewelry or accessories that may be used as weapons are not to be worn to school. This includes but is not limited to jewelry such as spiked rings, spiked bracelets, spiked dog collars, chained wallets, two (2) or three (3) finger rings that are connected, and bulky chains worn around the neck or waist.

Chains and sharp objects such as spikes are not allowed on clothing or book bags.

Students may not wear tinted glasses or sunglasses. Gold teeth or grills of any type are strictly prohibited.

### **RELIGIOUS/OTHER EXEMPTIONS**

Students may be required to wear certain types of clothing while participating in physical education classes, technical education, extracurricular activities, or other situations where special attire may be required to ensure the health or safety of the student. This may be determined by the building principal.

Requests for exemptions from the dress code based upon one’s religion or religious beliefs must be made at least seventy-two (72) hours in advance in writing to the Principal. The letter must include an explanation of why the religion/religious belief prevents compliance with the dress code.

Other exceptions will require approval from the Building Principal. Such exception requests must be made in writing at least twenty-four (24) hours in advance and must include a reason/explanation for the request.

## **GENERAL**

All clothing is to be clean and neat.

Attire that is not in compliance with this dress code policy is not permitted. In addition to the clothing items expressly prohibited under this policy, Principals and District Administration have discretion to address any attire/body art that is offensive, degrading, vulgar, contrary to the educational mission of the school, disrupting the learning environment, or infringing upon the rights of others.

## **Transfer Students**

Transfer students must be in compliance with the dress code policy by the first attended day of school.

## **VIOLATIONS**

**\*TBA by building**

Repercussions for dress code violations will be determined by the building principals. Infractions could result in:

- Notification to parents
- Detentions
- In-school suspensions
- Out-of-school suspensions



Book	Policy Manual
Section	200 Pupils
Title	Copy of Anti-Bullying
Number	249
Status	First Reading
Legal	1. Pol. 248 2. Pol. 218 3. Pol. 233 <a href="#">4. 20 U.S.C. 1232g</a> <a href="#">22 PA Code 12.3</a> <a href="#">24 P.S. 1302-A</a> <a href="#">24 P.S. 1303.1-A</a>
Adopted	April 14, 2009
Last Revised	October 12, 2015
Last Reviewed	May 11, 2015

### **Purpose**

The East Allegheny School District is committed to providing all students and employees with the right to a safe and civil educational environment, free from harassment or bullying. East Allegheny School District recognizes that bullying interferes with the learning process, and may present an obstacle to the academic, vocational, and social/emotional development of students. All reports of student bullying are confidential and fall under the Family Educational Rights and Privacy Act (FERPA) regulations.[1]

### **Definitions**

**Bullying** shall mean a pattern of repeated harmful behavior by a person with more physical or social power toward a less powerful person. Alternately, this power could be provided by a group of individuals. This may include a wide variety of behaviors, with deliberate intent to hurt, embarrass, or humiliate the other person. Researchers have identified four (4) forms of bullying:

1. **Physical** - the most commonly known form; includes hitting, kicking, spitting, pushing and taking personal belongings.
2. **Verbal** - includes taunting, malicious teasing, name-calling, and making threats.
3. **Psychological or Relational** - involves spreading rumors, manipulating social relationships, and engaging in social exclusion or intimidation.

**Cyber-Bullying** - forms of verbal and psychological bullying may also occur on the Internet through e-mail, instant messaging, or personal profile web sites such as My-Space and Facebook. Cyber-bullying includes, but is not limited to, the following misuses of technology: harassing, teasing, intimidating, threatening, or terrorizing another student, teacher or employee of the district by sending or posting inappropriate or derogatory e-mail messages, instant messages, text messages, digital pictures or images, or web site postings (including blogs). This is actually a special case of bullying, since the individual does not need to be in a position of power (only needs a computer), and depending on the nature and severity of the offense, a repeated pattern of behavior may not be needed. All forms of cyber-bullying are unacceptable, and to the extent that such actions are disruptive of the educational process of the district, offenders shall be the subject of appropriate discipline.

**Bullying** shall mean unwelcome verbal, written, cyber or physical conduct directed at a student, teacher or employee of the district by a student that has the intent of or effect of:

1. Physically, emotionally or mentally harming a student.
2. Damaging, extorting or taking a student's personal property.

3. Placing a student in reasonable fear of physical, emotional or mental harm.
4. Placing a student in reasonable fear of damage to or loss of personal property.
5. Creating an intimidating or hostile environment that substantially interferes with a student's educational opportunities.

The term **bullying** and **cyber-bullying** shall not be interpreted to infringe upon a student's right to engage in legally protected speech or conduct.

### **Authority**

It shall be a violation of this policy for any student to bully another student, teacher or employee of the district on district grounds, at any school activity, or on the way to or from school. All forms of cyber-bullying are unacceptable to the extent that such actions are disruptive to the educational process within the district, whether or not they occur on school grounds.

### **Delegation of Responsibility**

Each staff member shall be responsible to maintain an educational environment free of bullying and cyber-bullying.

Each staff member shall be responsible to respect the rights of the students and to ensure an atmosphere free from all forms of bullying and cyber-bullying.

Students shall be encouraged to report bullying or cyber-bullying complaints to district employees.

All employees who receive a bullying or cyber-bullying complaint shall investigate to determine if bullying or cyber-bullying has occurred. If the behavior is found to meet the definition of bullying or cyber-bullying, the building principal shall be notified as soon as possible, followed by written documentation of the event.

All employees will promote a bully-free environment and will discourage and repudiate all bullying activity. All employees will acknowledge that bullying is harmful in all forms and causes emotional and developmental harm, and that bullying is not merely a stage that all students go through.

### **Guidelines**

#### Investigation Procedures

1. A student, teacher or employee shall report a complaint of bullying or cyber-bullying, orally or in writing, to the teachers, building administrator, or counselor.
2. The building administrator and/or faculty member and staff will investigate the alleged conduct that occurred.
3. The building administrator may ask assistance from other district employees in the investigation process.
4. After the investigation, the building principal or designee shall be notified in writing of the complaint and the results of the investigation and shall take corrective action to ensure that the conduct ceases.

#### Consequences/Intervention

Consequences for students who bully others will be subject to disciplinary options that may include counseling, a parent/guardian conference, detention, suspension or other consequences as provided in the Code of Student Conduct. At the high school, repeat bully incidents will be construed as harassment and will be treated as such in the discipline policy.[2][3]

Consequences will be handled according to Policy #218, Student Discipline and noted here:

	<b>Logan</b>	<b>Junior/Senior High School</b>
1 <sup>st</sup> Offense	<del>3-Days detention</del> ; Meeting with counselor	Verbal reprimand, expectations and prohibition of future bullying behavior stated in writing to student. Counseling services offered. The student must meet with a counselor to receive conflict resolution training. All parents/guardians involved will be notified and informed. Students will receive a written notice that further bullying actions on their parts will result in harassment citations being issued and further suspensions.
2 <sup>nd</sup> Offense	3 days Detention 1-day OSS	2 days ICE No participation in extracurricular activities for a week; students will not be permitted to return to school unless accompanied by



		parents/guardians.
3 <sup>rd</sup> Offense	1 day <del>3-days</del> OSS	3 days OSS, Citation; students and parents/guardians must meet with the Superintendent and principal before entering alternative education.
4 <sup>th</sup> Offense	3 <del>5</del> days OSS, possible harassment citation	5 days OSS, placement in alternative education.
5 <sup>th</sup> Offense	5 <del>10</del> days OSS, harassment citation	Referral to Superintendent for Expulsion, Enrollment of student in EA Academy
6 <sup>th</sup> Offense	10 days OSS, harassment citation; referral to Superintendent for expulsion procedures.	

- And any other disciplinary action deemed necessary and appropriate by the principal. THE CONSEQUENCES LISTED ABOVE ARE VIEWED AS **MINIMUM** CONSEQUENCES. Different consequences may be levied in consideration of aggravating circumstances. These include citations as well as meeting with the Superintendent for possible expulsion and placement in alternative education.

#### Grades K-8 -

Those students found in violation of this policy will be required to attend two (2) counseling sessions with the school counselor.

The East Allegheny School District recognizes that both the complaining student and the alleged bully/extorter have a strong interest in maintaining the confidentiality of the allegations and relation information. The privacy of the complaining student, the individual(s) against whom the complaint is filed, and the witnesses will be respected as much as possible, consistent with legal obligations to investigate, to take appropriate action, and to comply with FERPA and any discovery or disclosure obligations. As limited by FERPA protections, the principal or his/her designee may inform the complaining student/parents /guardians of the outcome of the investigation. [\[4\]](#)

#### Bullying Retaliation

The district will discipline any individual who retaliates against any person who reports actual or alleged bullying/harassment or who retaliates against any person who assists in an investigation or proceeding relating to a bully-harassment complaint.

Retaliation includes, but is not limited to, any form of intimidation, reprisal threats or harassment.

	Logan	Junior/Senior High School
1 <sup>st</sup> Offense	3 days detention	3 days detention
2 <sup>nd</sup> Offense	1 day OSS	1 day OSS
3 <sup>rd</sup> Offense	2 days OSS	2 days OSS
4 <sup>th</sup> Offense	3 days OSS	3 days OSS

Last Modified by Lila Sedlak on May 26, 2017