

**NORTH PENN SCHOOL DISTRICT**  
**Lansdale, PA 19446-3960**  
**INFORMATIONAL SHEETS**

**ITEM NUMBER: 58-17**

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**SUBJECT: Amended Board Policies**

**MONTH/YEAR PRESENTED TO BOARD: October 2017**

**INITIATED BY: Dr. Diane Holben**

**COMMITTEE: Education/Community/Policy Committee**

**RECOMMENDATION: Recommend approval of amended Board Policies #5114: Students – Suspension and Expulsion; #5144: Students – Discipline and Punishment; #5152: Students – Expulsion – Weapons on School Property**

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**BACKGROUND:**

Amended policies are being presented for the Board’s review and approval process. These policies are as follows:

- Board Policy #5114: Students – Suspension and Expulsion
- Board Policy #5144: Students – Discipline and Punishment
- Board Policy #5152: Students – Expulsion – Weapons on School Property

The policy has been reviewed by the NPSD Solicitor.

**Date Prepared: 9/7/2017**

**NORTH PENN SCHOOL DISTRICT**  
**School Board Policy**

**5114**

**STUDENTS**

Reference: Administrative Regulation #5144

**Elementary and Secondary**

**Attendance**

**Suspension and Expulsion**

The Board shall adopt a code of conduct that sets forth reasonable and necessary rules governing students and identifies the types of offenses that may lead to exclusion from school.

Exclusion from school may take the form of suspension or expulsion.

**Suspension**

Suspension is exclusion from school for a period of from one (1) to ten (10) consecutive school days. A student may not be suspended until the student has been informed of the reasons for the suspension and given an opportunity to respond, except that prior notice of the intended suspension need not be given when it is clear that the health, safety or welfare of the school community is threatened.

The parents/guardians and Superintendent of Schools shall be notified immediately in writing when a student is suspended.

When the suspension exceeds three (3) school days, the student and parent shall be given the opportunity for an informal hearing in accordance with the regulations of the State Board of Education, 22 Pa.Code §12.8(c).

**Expulsion**

Expulsion is exclusion from school by the Board for a period exceeding ten (10) school days and may be permanent. Expulsions require a prior formal hearing in accordance the regulations of the State Board of Education, 22 Pa.Code §12.8(b).

~~The principal of a school may place a student on "Temporary Suspension" or "Full Suspension" due to misconduct or disobedience.~~

~~Temporary Suspension shall mean exclusion from school and all school related activities (except as a member of the general public), for an offense for a period of not more than~~

~~three days, without a hearing, in accordance with Section 1318 of the School Laws of Pennsylvania.~~

~~Full Suspension shall mean exclusion from school and all school related activities (except as a member of the general public), for a period of not more than ten days, after an informal hearing before the principal is offered to the student and the student's parents, in accordance with Section 1318 of the School Laws of Pennsylvania and State Board of Education Regulations, Chapter 12, Student Rights and Responsibilities.~~

~~Student expulsion may be made only by the board of school directors after a proper hearing as provided in Section 1318. Expulsion shall mean exclusion from school and all school related activities (except as a member of the general public) for an offense, for a period exceeding ten school days.~~

#### Policy

Adopted:	September 18, 1969
Amended:	March 18, 1971
Amended:	June 21, 1979
Reviewed:	June 20, 1991
Reviewed:	June 22, 2006
Reviewed:	November 15, 2007
Amended:	November 16, 2017

**NORTH PENN SCHOOL DISTRICT**  
**School Board Policy**

**5144**

**STUDENTS**

Reference: Administrative Regulation #5144

**Welfare**

**Discipline and Punishment**

**Students who violate the code of discipline** ~~Misbehavior on the part of students~~ must be dealt with promptly and in a positive way by the professional staff. Staff members will accept the responsibility to maintain reasonable standards of student behavior beyond their own classrooms or area of responsibility. In discharging this responsibility all staff members will recognize the dignity of all individuals.

**Students with disabilities who engage in inappropriate behavior, disruptive, or prohibited activities and/or actions injurious to themselves or others shall be disciplined in accordance with their Individualized Education Plan (IEP), Section 504 Plan, behavior support plan, and school board policy.**

**Developmentally** appropriate disciplinary action is left to the discretion of the teacher or principal within the limits of the regulations established by the school district. It must be designed to aid the offender in becoming a more responsible school citizen. When **a student frequently violates the discipline code**, ~~misbehavior characterizes an individual or many individuals in a given situation~~, the principal and staff shall ~~undertake an evaluation~~ **investigate the situation** to discover the **root** cause ~~or causes of the misbehavior~~. Whenever the ~~evaluation~~ **investigation** of the situation suggests a cause of the misbehavior, the principal shall take appropriate action to eliminate the cause. Guidance and counseling of students and revision of rules, procedures, curriculum, or mode of instruction, are examples of action the principal may take.

In an attempt to create a greater degree of uniformity and consistency in dealing with misbehavior, the superintendent shall develop administrative regulations which provide guidelines for clarification and implementation of this policy.

Policy:

Adopted: July 16, 1970  
Amended: May 17, 1979  
Amended: February 16, 1989  
Reviewed: June 20, 1991  
Reviewed: June 22, 2006  
Reviewed: November 15, 2007  
Amended: November 16, 2017

# NORTH PENN SCHOOL DISTRICT

## School Board Policy

5152

### STUDENTS

Reference: Administrative Regulation #5144

### Expulsion

#### Weapons on School Property

Pursuant to Section 1317.2(b) of the Pennsylvania **Public** School Code, the North Penn School District hereby enacts the following written policy regarding expulsions for any student who is determined to have brought ~~any~~ **a** weapon onto any school property, to any school-sponsored activity, or any public conveyance providing transportation to the school or a school-sponsored activity.

The term "weapon" shall include, but not be limited to, any knife, cutting instrument, cutting tool, nunchaku, firearm, shotgun, rifle and any other tool, instrument or implement capable of ~~and possessed or wielded with the intent of~~ inflicting serious bodily injury. The term "weapon" shall also include replicas and look-alikes, including but not limited to inoperable, replicas, models, or other facsimiles of a firearm, handgun, shotgun, or rifle that, in appearance resemble actual weapons or firearms and are wielded with the intent to intimidate, threaten, or terrorize.

Any student who is determined to have brought a weapon onto any school property, any school-sponsored activity, or any public conveyance providing transportation to a school or school-sponsored activity shall be expelled for a period of not less than one year. Notwithstanding the foregoing, the superintendent may recommend discipline short of expulsion on a case-by-case basis.

The superintendent shall, in the case of ~~exceptional students~~ **a student with a disability**, take all steps necessary to comply with the Individuals with Disabilities Education Act 20 U.S.C. §1400 et seq. **and all other applicable laws.**

The provisions of this ~~section~~ **policy** shall not apply to a weapon being used as being part of a program approved by a school by an individual who is participating in the program.

Nothing in this ~~section~~ **policy** should be construed as limiting the authority or duty of the school district to make alternative assignment or provide alternative educational services during the period of expulsion.

The superintendent (or designee) shall report the discovery of any weapon as defined in the Public School Code to local law enforcement officials.

Nothing in this ~~section~~ **policy** should be construed as limiting otherwise existing district policies and procedures regarding student discipline for infractions involving use (as opposed to "possession") of weapons, acts causing bodily injury or other disciplinary infractions.

Policy:

Adopted: January 18, 1996

Amended: April 13, 2000

Reviewed: June 22, 2006

Reviewed: November 15, 2007

Amended: November 16, 2017

**NORTH PENN SCHOOL DISTRICT**  
**Lansdale, PA 19446-3960**  
**INFORMATIONAL SHEETS**

**ITEM NUMBER: 60-17**

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**SUBJECT:** Bridle Path, North Wales, York Avenue – Roof Replacement

**MONTH/YEAR PRESENTED TO BOARD:** November 2017

**INITIATED BY:** Scott Kennedy

**COMMITTEE:** Support Services

**RECOMMENDATION:** Recommend approval of a DEDUCT change order to Winchester Roofing Corp. for the Bridle Path, North Wales and York Avenue Roofing Projects for credits and deleted work.

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**BACKGROUND:**

The following change order was found to be necessary and is recommended for approval for the Bridle Path, North Wales, and York Avenue Roofing Projects.

Winchester Roofing Corp.	Deduct Change Order R-01	(\$35,000.00)
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The administration has reviewed and recommends approval of this change order.

<u>Revised Contract Amount: Winchester Roofing Corp.</u>	
Original Contract amount:	\$ 1,121,800.00
Previously approved change orders:	\$ 0.00
Amount of this change order GC-05:	<u>\$ (35,000.00)</u>
Revised contract amount:	\$ 1,086,800.00

This change order along with previous change orders equate to a contract decrease of (3.1%).

**DATE PREPARED: 11-10-17**

**NORTH PENN SCHOOL DISTRICT**  
**Lansdale, PA 19446-3960**  
**INFORMATIONAL SHEETS**

**ITEM NUMBER: 61-17**

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**SUBJECT:** Bridle Path, North Wales, York Avenue – Roof Replacement

**MONTH/YEAR PRESENTED TO BOARD:** November 2017

**INITIATED BY:** Scott Kennedy

**COMMITTEE:** Support Services

**RECOMMENDATION:** Recommend approval of a Payment and Settlement Agreement with Winchester Roofing Corp. for the Bridle Path, North Wales, and York Avenue Roofing Projects.

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**BACKGROUND:**

The following Payment and Settlement Agreement was found to be necessary and is recommended for approval for the Bridle Path, North Wales, and York Avenue Roofing Projects.

All issues have been resolved and an agreement has been reached which includes the following:

1. All roof work has been completed.
2. Winchester has agreed to a final DEDUCT change order of \$35,000 for credits and work not required to be completed.
3. The remaining project funds will be held in escrow until Winchester pays its supplier and roofing warranties are issued to the North Penn SD.

This settlement agreement has been reviewed by Jack Dooley.

**DATE PREPARED: 11-10-17**



**NORTH PENN SCHOOL DISTRICT**  
**Lansdale, PA 19446-3960**  
**INFORMATIONAL SHEETS**

**ITEM NUMBER: 62-17**

=====

**SUBJECT:** Montgomery Elementary School – Additions & Renovations

**MONTH/YEAR PRESENTED TO BOARD:** November 2017

**INITIATED BY:** Scott Kennedy

**COMMITTEE:** Support Services

**RECOMMENDATION:**

Recommend approval of Change Order GC-07 to Lobar Construction, Inc. for the Montgomery Elementary School Addition & Renovation Project, at a change of contract amount of \$37,745.13 for improvements to the catchment area and repairs to the staff parking lot.

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**BACKGROUND:**

The following change order was found to be necessary and is recommended for approval for the Montgomery Elementary School Addition and Renovation Project.

<b>Lobar Construction, Inc.</b>	<b>Change Order # GC-06</b>	<b>\$ 37,745.13</b>
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The administration has reviewed and recommends approval of this change order.

Please see the attached Bonnett Architectural, Inc. summary.

<u>Revised Contract Amount:</u>	<u>Lobar Construction, Inc.</u>
Original Contract amount:	\$ 9,018,600.00
Previously approved change orders:	\$ 82,808.35
Amount of this change order GC-05:	\$ 37,745.33
Revised contract amount:	\$ 9,139,153.68

This change order along with previous change orders equate to a contract increase of 1.3%.

**Date Prepared: 11-10-17**

**NORTH PENN SCHOOL DISTRICT**  
**Lansdale, PA 19446-3960**  
**INFORMATIONAL SHEETS**

**ITEM NUMBER: 63-17**

=====

**SUBJECT: 2017-18 ASSIGNMENTS - EXTRA DUTY**

**MONTH/YEAR PRESENTED TO BOARD: November 2017**

**INITIATED BY: Dr. Diane Holben**

**COMMITTEE: Board Leadership**

**RECOMMENDATION: Recommend approval of additions and changes to extra duty assignments for the 2017-18 school year subject to the execution of an Extra Duty Services contract.**

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**BACKGROUND:**

**RECOMMENDATIONS:**

		<u>GROUP</u>	<u>EXPERIENCE</u>	<u>SALARY</u>
<b>NPHS</b>	Dianne Wakefield, Robotics	2	A	\$ 2,014.00
	Kyle Richhart, Assistant Coach – Girls Winter Track	3	E	\$ 3,895.00
	Kyle Richhart, Assistant Coach – Girls Track	3	E	\$ 3,895.00
	Matthew Klenk, Drama – Band	2	D	\$ 2,667.00
<b>PD</b>	Ashley Lewis, Head Coach – Boys Track 7/8	3	A	\$ 3,024.00
	David DiValentino – Drama Band	1	E	\$ 1,879.00
	Erica Hess – Drama Vocal	1	A	\$ 1,011.00
	Jordan Wehr – Assistant Band Director	3	B	\$ 3,236.00
<b>PB</b>	Chris Lucas, Newspaper	2	B	\$ 2,234.00

**CHANGES:**

<b>NPHS</b>	FROM: Sharon Lersch, FCCLA			
	TO: Sharon Lersch, FCCLA	1(½)	D	\$ 828.50
	Kathy Noce, FCCLA	1(½)	B	\$ 613.00
	FROM: Brian Pellechia, Assistant Coach – Girls Winter Track			
	TO: Kayla Charles, Assistant Coach – Girls Winter Track	3	A	\$ 3,024.00
	FROM: John Duke, Assistant Coach – Boys Basketball			
	TO: John Duke, Assistant Coach – Boys Basketball	4(½)	B	\$ 1,955.00
	Jim Seaton, Assistant Coach – Boys Basketball	4(½)	B	\$ 1,955.00
<b>PB</b>	FROM: Jason Munn, Head Coach – Girls Basketball 9			
	TO: Michael Spahits, Co-Head Coach – Girls Basketball 9	3(½)	A	\$ 1,512.00
	Jessica O'Donnell, Co-Head Coach – Girls Basketball 9	3(½)	A	\$ 1,512.00

		<u>GROUP</u>	<u>EXPERIENCE</u>	<u>SALARY</u>
<b>PF</b>	FROM: Van Wallick, Cheerleading Coach 9	3(½)		
	TO: Maria Heller, Cheerleader Coach 9	3(½)	A	\$ 1,512.00
	FROM: Kyle Richhart, Head Coach – Girls Track 7/8			
	TO: Maria Heller, Head Coach – Girls Track 7/8	3	B	\$ 3,236.00
FROM: Maria Heller, Assistant Coach – Girls Track 7/8				
TO: Seth Sham, Assistant Coach – Girls Track 7/8	2	A	\$ 2,014.00	
FROM: Sheronne Howard, Co-Coach – Girls Basketball 9				
TO: Jake Shoemaker, Co-Coach – Girls Basketball 9	3(½)	A	\$ 1,512.00	

**INTRAMURALS**  
**Walton Farm**

	<u>UNITS</u>	<u>EXPERIENCE</u>	<u>SALARY</u>
Abby Mazzoni, Student Council	0.5	4	\$ 114.00
Martha Toll, Student Council	0.5	3	\$ 111.50
Andrew Rodriguez, Student Council	0.5	6+	\$ 116.50
Alison Paillard, Reading Olympics	0.5	6+	\$ 116.50
Stephanie Wolf, Reading Olympics	0.5	2	\$ 111.50
Pat Koontz, Reading Olympics	0.5	6+	\$ 116.50
Kim Blauvelt, Reading Olympics	0.5	6+	\$ 116.50
Lynda Ramage, Reading Olympics	0.5	6+	\$ 116.50
Melissa Waltrich, Girls on the Run	0.5	1	\$ 105.00
Christine Loftus, Girls on the Run	0.5	1	\$ 105.00
Gina Marston, Girls on the Run	0.5	1	\$ 105.00
Martha Toll, Robotics Club	0.5	1	\$ 105.00

**NORTH PENN SCHOOL DISTRICT**  
**Lansdale, PA 19446-3960**  
**INFORMATIONAL SHEETS**

**ITEM NUMBER: 64-17**

=====

**SUBJECT: 2018-19 Program of Studies – Grades 9 - 12**

**MONTH/YEAR PRESENTED TO BOARD: November 2017**

**INITIATED BY: Dr. Diane Holben**

**COMMITTEE: Education/Community/Policy Committee**

**RECOMMENDATION: Recommend approval of changes to the Program of Studies for grades 9 – 12 for the 2018-19 school year**

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**BACKGROUND:**

**See attached.**

**DATE PREPARED: 11/3/17**

NORTH PENN SCHOOL DISTRICT  
Lansdale, PA 19446

**PROGRAM OF STUDIES 2018-19 – GRADES 9-12**

**COURSES TO BE DROPPED**

**TECHNOLOGY AND ENGINEERING EDUCATION DEPARTMENT**

*Communications System Minor* - (2 per/cycle - .3 credit)                      Course #8500

**Rationale:** This course has not run in three years due to lack of student interest.

**COURSES TO BE ADDED**

NA

**COURSES TO BE MODIFIED**

**ENGLISH AS A SECOND LANGUAGE**

<i>ESL 1 English/Reading</i> - Level 4.0 (12 per/cycle - 2 credits)	Course #0018
<i>ESL 2 English/Reading</i> - Level 4.0 (12 per/cycle - 2 credits)	Course #0028
<i>ESL 3 English</i> - Level 4.0 (6 per/cycle - 1 credits)	Course #0038
<i>ESL 4 English</i> - Level 4.0 (6 per/cycle - 1 credits)	Course #0048

**Recommendation:** Move the above classes from a Level 4.0 to Level 5.0. In addition, in the course description, the term ESL will be replaced with the term ELD (English Language Development) to reflect changes to the law.

ELD is the program.  
ELs are the students.  
ELD teachers.

**Rationale:** Students are placed into ELD based upon their language acquisition/WIDA Screener score (as mandated by PDE). Due to the fact that students are mandated to be placed into ELD, the course should not be leveled at the lowest level. Note: It is not an option for them to take this course; however, they can opt out at the request of their parent/guardian).

**UPDATE TO ENGINEERING ACADEMY PRE-REQUISITES**

<b>Foundation Courses (10-11)</b>	<b>Specialization Courses (11-12)</b>	<b>Capstone Course (12)</b>
5456 IED: Level 6.0 Introduction to Engineering Design  5466 POE: Level 6.0 Principles of Engineering	5476 DE: Level 6.0 Digital Electronics  5486 CIM: Level 6.0 Computer Integrated Manufacturing  2907 CSP: Level 6.5 AP Computer Science Principles	5496 EDD: Level 6.0 Engineering Design and Development
<b>Prerequisites:</b> None	<b>Prerequisites:</b> 5456 or 5466 These courses may be taken concurrently.	<b>Prerequisites:</b> 5456, 5466 and at least one specialization course: 5476, 5486, or 2907. These courses may be taken concurrently.

**Recommendation:** To reduce the number of required courses for the capstone course (EDD) from four to three.

**Rationale:** The reduction in the pre-requisites will allow more students to be eligible for EDD.

**NORTH PENN SCHOOL DISTRICT**  
**Lansdale, PA 19446-3960**  
**INFORMATIONAL SHEETS**

**ITEM NUMBER: 65-17A**

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**SUBJECT: 2018-19 School Calendar**

**MONTH/YEAR PRESENTED TO BOARD: November 2017**

**INITIATED BY: Dr. Diane Holben**

**COMMITTEE: Education/Community/Policy**

**RECOMMENDATION: Recommend approval of the 2018-19 school calendar.**

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**BACKGROUND:**

The proposed school calendar for the 2018-19 school year is comprised of 180 student days and 191 teacher days. The 180 student days are consistent with past practice. The 191 teacher days comply with the current NPEA contract. Students will begin school on August 29, 2018. Starting school the week prior to Labor Day is consistent with past practice.

Teacher contract days are determined by adding eleven (11) in-service days to the number of student days for a total of 191 teacher contract days (180 + 11 = 191).

Any days needed to be made up will occur in the following order: June 13, 14, 17, 2019.

**DATE PREPARED: 11/7/2017**

NORTH PENN SCHOOL DISTRICT  
2018-19 SCHOOL CALENDAR

65-17B

**AUGUST**

M	T	W	R	F
(27)	(28)	29	30	--

Aug 27,28 In-Service  
 Aug 29 First Day of School  
 Aug 31 School Closed

**SEPTEMBER**

M	T	W	R	F
--	4	5	6	7
--	11	12	13	14
17	18	--	20	21
24	25	26	27	28

Sep 3 School Closed  
 Sep 10 School Closed  
 Sep 19 School Closed

**OCTOBER**

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

Oct 12 In-Service

**NOVEMBER**

M	T	W	R	F
			1	2
(5)	(6)	7	8	9
12	13	14	15	16
19	20	--	--	--
26	27	28	29	30

Nov 5-6 In-Service  
 Nov 21-23 School Closed

**DECEMBER**

M	T	W	R	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
--	--	--	--	--
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Dec 24-31 School Closed

**JANUARY**

M	T	W	R	F
	--	2	3	4
7	8	9	10	11
14	15	16	17	18
--	22	23	24	25
28	29	30	31	

Jan 1 School Closed  
 Jan 21 School Closed

**FEBRUARY**

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

Feb 15 In-Service  
 Feb 18 School Closed

**MARCH**

M	T	W	R	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

**APRIL**

M	T	W	R	F
1	2	3	4	5
8	9	10	11	12
15	16	(17)	--	--
--	23	24	25	26
29	30			

April 17 In-Service  
 April 18,19,22 School Closed

**MAY**

M	T	W	R	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	(21)	22	23	24
--	28	29	30	31

May 21 In-Service  
 May 27 School Closed

**JUNE**

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

June 12 Graduation  
 June 12 Last Day for Students  
 June 13 In-service Day  
 June 14 & 17 - Flex Days for Teachers

Days in School

	<u>Student</u>	<u>Teacher</u>		<u>Student</u>	<u>Teacher</u>
August	2	4	February	18	19
September	17	17	March	21	21
October	22	23	April	18	19
November	17	19	May	21	22
December	15	15	June	8	11
January	21	21			
				180	191

Snow make-up days occur in this order: June 13, 14, 17. Any additional teacher days that need to be made up are also added to the end of the school year.



**NORTH PENN SCHOOL DISTRICT**  
**Lansdale, PA 19446-3960**  
**INFORMATIONAL SHEETS**

**ITEM NUMBER: 66-17**

=====

**SUBJECT: Amended Board Policies**

**MONTH/YEAR PRESENTED TO BOARD: November 2017**

**INITIATED BY: Dr. Diane Holben**

**COMMITTEE: Education/Community/Policy Committee**

**RECOMMENDATION: Recommend approval of amended Board Policies #5110: Students – Student Attendance; #1270: Community – Title I Parent and Family Engagement**

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**BACKGROUND:**

Amended policies are being presented for the Board’s review and approval process. These policies are as follows:

- Board Policy #5110: Students – Student Attendance
- Board Policy #1270: Community – Title I Parent and Family Engagement

The policies have been reviewed by the NPSD Solicitor.

**Date Prepared: 11/6/2017**

# NORTH PENN SCHOOL DISTRICT

## School Board Policy

**5110(a)**

**STUDENTS**

Reference: Administrative Regulation #5144

**Elementary and Secondary**

**Student Attendance**

The board requires that school age students enrolled in district schools attend school regularly. This policy adheres to all federal and state laws that address student attendance in public schools. The educational program offered by the district is predicated upon the presence of the student and requires continuity of instruction and classroom participation in order for students to achieve academic standards and consistent educational progress.

Attendance shall be required of all students enrolled in district schools during the days and hours that school is in session, except that a principal or teacher may excuse a student for temporary absences when receiving satisfactory evidence of mental, physical, or other urgent reasons that may reasonably cause the student's absence. Urgent reasons shall be strictly construed and do not permit irregular attendance.

The board permits conditions to constitute reasonable cause for absence from school as defined in Administrative Regulation #5144.

Absences shall be treated as unlawful until the district receives a written or verbal excuse explaining the absence, to be submitted within three (3) school days of the absence. The determination of whether a submitted excuse properly contains satisfactory evidence shall be made exclusively by the school principal or his/her designee.

The board may report to appropriate authorities infractions of the law regarding the attendance of students below the age of seventeen (17). The board shall issue notice to those parents/guardians who fail to comply with the statutory requirements of compulsory attendance that such infractions will be prosecuted according to law.

Attendance need not always be within school facilities. A student will be considered in attendance if present at any place where school is in session by authority of the board; the student is receiving approved tutorial instruction, or health or therapeutic services; the student is engaged in an approved and properly supervised independent study, work-study or career education program; the student is receiving approved homebound instruction.

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.

The board shall, upon written request of the parents/guardians, release from attendance a student participating in a religious instruction program acknowledged by the board. Such instruction shall not require the child's absence from school for more than thirty-six (36) hours per school year, and its organizers must inform the board of the child's attendance record. The board shall not provide transportation to religious instruction. A penalty shall not be attached to an absence for religious instruction.

CONTINUED

The board will recognize other justifiable absences for part of the school day. These shall include medical or dental appointments, court appearances, family emergencies and other urgent reasons.

The board shall excuse the following students from the requirements of attendance at the schools of this district:

1. On certification by a physician or submission of other satisfactory evidence and on approval of the Department of Education, children who are unable to attend school or apply themselves to study for mental, physical or other reasons that preclude regular attendance.
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 district schools shall be counted as being in part-time attendance in this district.
3. Students fifteen (15) or sixteen (16) years of age whose enrollment in private trade or business schools has been approved
4. 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.
5. Students sixteen (16) years of age regularly employed during the school session and holding a lawfully issued employment certificate.

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.
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.
3. Students enrolled in special schools conducted by the Montgomery County Intermediate Unit or approved by the Department of Education.

#### 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:

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.

The superintendent or designee shall develop procedures for the attendance of students which:

1. Ensure a school session that conforms to requirements of state regulations.
2. Govern the keeping of attendance records in accordance with state statutes.
3. Distribute annually to staff, students, and parents/guardians school rules and regulations governing student attendance, absences and excusals.
- ~~4. Impose on truant students appropriate incremental disciplinary measures for infractions of school rules. No penalty may have an irredeemably negative effect on the student's record beyond that which naturally follows absence from classroom learning experiences.~~
5. 4. Identify the habitual truant, investigate the causes of truant behavior, and consider modification of the student's educational program to meet particular needs and interests.
6. 5. Ensure that students legally absent have an opportunity to make up work.
- 6. Ensure the creation of an Attendance Improvement Plan before further legal action is taken to address unexcused absences by the child. Although the parent is not required to attend, the conference must still take place even if the parent declines to participate or fails to attend. The school must provide advance written notice and attempt to communicate via telephone prior to this conference.**
7. Require the issuance of written notice of the child's violation of compulsory school attendance when a child is truant to the person in parental relation with the child who resides in the same household as the child within ten (10) school days of the child's third unexcused absence. Such notice: (1) shall include a description of the consequences that will follow if the child becomes habitually truant; (2) shall be in the mode and language of communication preferred by the person in parental relation; (3) may include the offer of a school attendance improvement conference; and (4) when transmitted to a person who is not the biological or adoptive parent, shall also be provided to the child's biological or adoptive parent if the parent's mailing address is on file with the school and the parent is not precluded from receiving the information by court order.

~~Repeated infractions of board policy requiring the attendance of enrolled students may constitute misconduct and disobedience to warrant the student's suspension or expulsion from the regular school program.~~

**The school may not expel or impose out of school suspension, disciplinary reassignment, or transfer for truant behavior.**

Policy:

Adopted: November 15, 2007

Amended: September 19, 2013

**Amended: December 14, 2017**

# NORTH PENN SCHOOL DISTRICT

## School Board Policy

1270

### COMMUNITY RELATIONS

Reference: Administrative Regulation #1270

#### Participation by the Public

##### Title I Parent and Family Engagement

~~The board of school directors supports active parent involvement and parent participation in the education of their children through all district programs, including the Title 1 federally-funded remedial program. The district will implement this philosophy in the Title 1 program through a variety of specific activities including but not limited to the following:~~

- ~~1. Provide for regular meetings of parents to formulate parent input into the program if the parents desire.~~
- ~~2. Inform parents of parental involvement requirements and other relevant provisions.~~
- ~~3. Assess annually, through parent consultation and written surveys, the effectiveness of the parental involvement program and policy, and determine what action needs to be taken, if any, to increase parental participation and program improvement.~~
- ~~4. Provide reasonable support for parental involvement activities as requested by parents.~~
- ~~5. Provide information, programs, and activities for parents in a language and format that the parents understand.~~
- ~~6. Convene an annual meeting to which all parents of participating children are invited.~~
- ~~7. Provide parents with training opportunities and materials to help them work with their child to improve academic achievement.~~
- ~~8. Provide parents of participating children with reports on their children's progress; where practical, conduct parent teacher conferences, make education personnel accessible to parents, and permit parents to observe Title 1 activities.~~
- ~~9. Provide parents with timely information about the program.~~
- ~~10. Coordinate Title I parental involvement activities, as appropriate, with other parent involvement programs.~~

**All Local Education Agencies (LEA) receiving Title 1 funds are required under Section 1116 of the Every Student Succeeds Act (ESSA) to develop a written Parent and Family Engagement Policy for the LEA. The ESSA requires that the LEA Parent and Family Engagement Policy be jointly developed with parents/family members, be annually revised and updated, incorporated into the LEA plan, and distributed to parents/families of all children in each Title 1 school in a format and language that parents/families can understand. Such programs, activities, and procedures shall be planned and implemented with meaningful consultation with parents and family members of each Title 1 school.**

In addition, under ESSA, each Title 1 school must adopt specific guidelines for their school that both align to the LEA Policy and also meet the unique needs of their school. Each school shall distribute to all parents/families in a format and language that parents/families can understand. Parents/families are an integral part of the development of the LEA Policy and building-level guidelines and must be included in this process.

The superintendent, or their designee, will ensure that all applicable requirements are met in order for the District to receive Title 1 funding.

Policy:

Adopted: October 15, 1987

Amended: April 18, 1991

Amended: March 16, 2006

Reviewed: December 1, 2007

**Amended: December 14, 2017**