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Work Session/Regular Meeting
Dr. Thomas J. Duffy, Superintendent
July 8, 2024

Thomas Duffy 7/8/24

Cafeteria Updates

Free and Reduced Breakfast/Lunch Application Process

The application process for the free and reduced breakfast and lunch program will transition to online for the 2024-2025 school year. All parents and families are asked to complete the online application via our district website (District Resources - Cafeteria) using the School Cafe Application link. The transition to an online process will increase efficiency and confidentiality for parents and families, allow for a seamless, rolling process (applications can be completed at any time as circumstances change) and decrease processing costs for the District. Parents needing assistance in completing the online application can receive support at our Central Office. The district's current rate of families qualifying for Free and Reduced Breakfast and Lunch is 31% (WPC = 37% /Community Eligibility Provision (CEP)- 40%.)

Education Updates

Middle School Schedule Updates

Planning continues related to the middle school schedule for the 24-25 school year. Concepts nearing finalization include the retiring of the 6-day cycle and 2 two day courses. The emerging schedule will include full year, quarter, and semester courses and combines or integrates former 2-day courses into quarter courses and existing courses. Outcomes will include increased instructional time, the elimination of study halls, increased efficiency related to staffing, additional professional planning time for faculty, and a Mountaineer Minutes period at the end of the day for tutorials, clubs, and other programming. Planning is being supported by the associate department chairs and faculty and will include professional development and planning time this summer. Student schedules will be reviewed at Back to School Events for parents and families and with students as the school year begins.

Policy Updates (previously reviewed 06.27.24)

In accordance with PSBA Policy Services, the following policies are under review and revision for 30 days, and will be posted online with action being recommended at the August school board meeting.

Policies 222 and 323 Tobacco and Vaping

[Act 33 of 2023](#) resulted in the removal of School Code language outlining the Office for Safe Schools in the PA Department of Education (PDE), and moving many of those assigned responsibilities to the School Safety and Security Committee, which operates under the Pennsylvania Commission on Crime and Delinquency (PCCD). Based on these changes, language and legal citations in policy guides that address incident reporting and school entity responsibilities under the school safety and security sections of the School Code were revised.

Policies 227 and 351 Controlled Substances

Policies 227 and 351 were also revised based on Act 33 of 2023 to update language and legal citations that address incident reporting and school entity responsibilities under the school safety and security sections of the School Code. Policy 227 on controlled substance use by

students was updated to clarify that the policy prohibits use of controlled substances, except medications. Policy 351 title was changed from "Drug and Substance Abuse" to "Controlled

Substance Abuse" to Terminology and references to "drug-free workplace" were retained to reflect the requirements of the federal Drug-Free Workplace Act. The language on termination of employees for specific controlled substance convictions was revised to more clearly reflect the provisions of law.

Policy 801. Public Records

Revisions clarify the district's responsibilities regarding responding to requests for records under the Right-to-Know Law (RTKL). Anonymous Requests -In the policy, the definition of "requester" was revised to more closely align with the statutory definition, which defines a requester as a person that is a legal resident of the United States who requests access to a record. The term "requester" includes an agency. School entities are not required to fulfill anonymous requests; Use of Designated Request Forms - all school entities are required to accept requests completed using the form issued by the OOR. In addition, The RTKL requires the school entity to post the designated form(s) online and at the administration office. Notification to Third Parties - fThe order of the two paragraphs in this section have been switched to clarify that the notification requirement to a third party where a requested record contains a trade secret or confidential proprietary information will happen prior to the school entity producing any such record. Appeals Involving Third Parties - Record requests that are denied or deemed denied may be appealed to the state's OOR within fifteen (15) days. If the appeal involves a requested record of a third party which affects the legal or security interest of an employee; contains or constitutes proprietary, confidential or trademarked records of a third party; or are held by a third party contractor or vendor, the school entity is required to notify such parties of the appeal within seven (7) business days and advise them of their ability to participate. The Open Records Officer is also required to provide proof of such notice to the OOR within seven (7) business days of sending the third party notification. A new subsection was added to the policy to address appeals involving third parties.

Policy 803. School Calendar

[Act 56 of 2023](#) created a new section of the School Code, 24 P.S. 1-133, which addresses school instructional time and provides more flexibility for school entities to establish school calendars that provide a minimum of either 180 days of instruction to students or 450 hours of instruction for half-time pre-kindergarten and kindergarten students, 900 hours of instruction for full-time pre-kindergarten and kindergarten and elementary students (grades 1-6), and 990 hours of instruction for secondary students (grades 7-12). The language was updated throughout the policy to reference both "instructional days" and "instructional hours." The sections addressing alteration of the school calendar in cases of emergency were also revised to reflect the current School Code provisions and address temporary provisions that may be established by the school board.

Policy 815.1. Use of Generative Artificial Intelligence in Education

The policy contains definitions for AI Literacy, Artificial Intelligence (AI), Generative Artificial Intelligence and Open-source AI. The policy addresses the fact that the district will make every effort to ensure that Gen AI is used responsibly, but it also highlights that this has to be a collaborative effort between administrators, teachers, staff, students and families. The policy contains guidelines for AI literacy for staff and students; Ethical considerations including: Technology protection measures, academic integrity, AI-generated content verification, evaluation and monitoring and consequences for inappropriate use.

Policy 249 Bullying/Cyberbullying

Pbsa is recommending no changes. Review required once every three years.