



OLD

Book	Policy Manual
Section	100 Programs
Title	Trauma-Informed Approach
Code	146.1
Status	Active
Adopted	September 20, 2021

### **Purpose**

The Board recognizes the impact that trauma may have on the educational environment of the schools, individual student achievement, and the school community as a whole. The Board desires to address the effects of trauma in order to meet the academic, behavioral and professional needs of students and staff. The purpose of this policy is to direct district staff to develop and implement a plan for trauma-informed approaches to education throughout the district.

### **Definitions**

**Trauma** - for purposes of this policy, includes effects of an event, series of events or set of circumstances that is experienced by an individual as physically or emotionally harmful or threatening and that has lasting adverse effects on the individual's cognitive functioning and physical, social, emotional, mental or spiritual well-being.[1]

**Trauma-informed approach** - for purposes of this policy, includes a school-wide approach to education and a classroom-based approach to student learning that recognizes the signs and symptoms of trauma and responds by fully integrating knowledge about trauma into policies, professional learning, procedures and practices for the purposes of recognizing the presence and onset of trauma, resisting the reoccurrence of trauma and promoting resilience tailored to the district's culture, climate and demographics and the community as a whole.[1]

**Secondary trauma** - the impact of working with students experiencing trauma on a regular basis, which may cause traumatic responses and/or burnout on the individual providing support and care.

### **Authority**

The Board directs district staff to develop and implement a trauma-informed approach plan that uses evidence-based practices and reflects the needs and resources of the district and school community.[2]

The Board shall review current district resources, programs, school climate measures, partnerships with outside agencies, procedures and Board policies through a trauma-informed lens, and shall make revisions or determinations as necessary to facilitate implementation of the district's trauma-informed approach plan.

## **Delegation of Responsibility**

The Board designates the Superintendent or designee, or Home and School Visitor to oversee the implementation of the district's trauma-informed approach plan and integrate the coordination of services and professional development into the district's comprehensive plan. The Home and School Visitor shall serve as a member of the district's Student Assistance Program team.[2][13][15][16][21][30]

## **Guidelines**

### **Screening**

The Board directs district staff to identify and implement evidence-based screening tools for students and the school community based on the trauma-informed approach plan, and in accordance with applicable law and regulations, including obtaining parental consent where appropriate or required. Screening tools may include, but are not limited to, those identifying the prevalence of Adverse Childhood Experiences (ACEs), social-emotional needs, and school climate indicators. Screening shall be conducted by qualified district staff or community agencies with which the district has a contract or other agreement.[13][15][26][36]

The trauma-informed approach plan shall require that screening results are reviewed by appropriate district staff or other contracted providers, and referrals for individual educational and behavioral services or evaluation for such services are made when indicated by individual or universal screening. Identification and referrals for special education and related services evaluations shall comply with applicable state and federal laws and regulations, and Board policy.[11][12][37][38]

### **Services**

The district's trauma-informed approach plan shall include provisions for identification of student needs, a referral system for individual assessments and coordination of services among the student and student's family, the school, and county-based services, community care organizations, public health entities, nonprofit youth service providers, community-based organizations, before-school or after-school care providers, or other similar community groups.[2]

Coordinated student services shall be based on the district's approved trauma-informed approach plan, which shall address recognition and response to the effects of trauma on education and instruction, absenteeism and school completion, and the secondary impact of trauma on school employees.[2]

The trauma-informed approach plan shall address coordination with designated district staff and teams responsible for implementing the district's approved plan for K-12 student services and other district programs including, but not limited to, special education and related services, gifted education, guidance counseling, Student Assistance Program, threat assessment team, health services, and home and school visitor services.[10][11][12][13][14][15][26][30][37]

Parental notification and consent may be required prior to referral for or implementation of student services, in accordance with applicable law and regulations.[13][14][15]

The district shall develop partnerships with community-based services and organizations, public health entities, nonprofit youth service providers and other community groups to implement the trauma-informed approach plan and provide referrals and/or services to address and mitigate the impact of trauma for students and staff in accordance with the district's approved plan and framework for support.

The Board shall, where appropriate, review and approve a Memorandum of Understanding or other agreement with each partnering organization or entity for the provision of services, in accordance with the resources of the district and the approved trauma-informed approach plan.

### Education

The district's trauma-informed approach plan shall integrate age-appropriate instruction for students related to trauma-informed topics and social-emotional learning as part of the district's approved curriculum. Instructional topics may include, but not be limited to resilience; self-awareness, self-management, responsible decision-making, relationship skills and social awareness; safe and healthy choices and behaviors; and seeking help for self or others.[8][25]

### Staff Wellness and Support

The district shall monitor and address the impact of trauma, including secondary trauma, on school employees as part of the trauma-informed approach plan. The plan shall include training and resources to identify the warning signs of trauma and provide confidential support and services to promote staff wellness, including but not limited to work environment that provides space for separation and self-regulation.

### Data Collection and Plan Review

The district shall review and revise the trauma-informed approach plan periodically, based on a review of relevant data, district resources and programs, and the needs of students and staff. Such data may include, but not be limited to:

1. Results of school climate surveys and other student or staff surveys on school environment.
2. Aggregate data on student absences, Student Assistance Program referrals, health and school nurse services, student removal discipline and graduation rates.
3. Safe2Say Something aggregate data.

Legal

[1. 24 P.S. 102](#)

[2. 24 P.S. 1311-B](#)

3. Pol. 204

4. Pol. 113.1

5. Pol. 113.2

6. Pol. 218

7. Pol. 233

8. Pol. 105

9. Pol. 107

10. Pol. 112

11. Pol. 113

12. Pol. 114

13. Pol. 146

14. Pol. 209

15. Pol. 236

16. Pol. 333

17. Pol. 824

18. Pol. 917

19. Pol. 918

20. Pol. 246

21. Pol. 805

22. Pol. 805.1

23. Pol. 805.2

24. Pol. 806

25. Pol. 819

26. Pol. 236.1

27. Pol. 602

28. Pol. 701

29. Pol. 832

30. Pol. 100

[31. 24 P.S. 328](#)

32. Pol. 004

[33. 24 P.S. 1205.7](#)

34. Pol. 818

35. Pol. 916

36. Pol. 235.1

37. Pol. 103.1

38. Pol. 113.3

[PA Commission on Crime and Delinquency, School Safety and Security Committee - Model Trauma-Informed Approach Plan: Guidelines for School Entities](#)



New

Book Policy Manual  
Section 100 Programs  
Title Trauma-Informed Approach  
Code 146.1 Vol III 2024  
Status

### **Purpose**

The Board recognizes the impact that trauma may have on the educational environment of the schools, individual student achievement and the school community as a whole. The Board desires to address the effects of trauma in order to meet the academic, behavioral and professional needs of students and staff. The purpose of this policy is to direct district staff to develop and implement a plan for trauma-informed approaches to education throughout the district.

### **Definitions**

**Trauma** - for purposes of this policy, includes effects of an event, series of events or set of circumstances that is experienced by an individual as physically or emotionally harmful or threatening and that has lasting adverse effects on the individual's cognitive functioning and physical, social, emotional, mental or spiritual well-being. [1]

**Trauma-informed approach** - for purposes of this policy, includes a school-wide approach to education and a classroom-based approach to student learning that recognizes the signs and symptoms of trauma and responds by fully integrating knowledge about trauma into policies, professional learning, procedures and practices for the purposes of recognizing the presence and onset of trauma, resisting the reoccurrence of trauma and promoting resilience tailored to the district's culture, climate and demographics and the community as a whole. [1]

**Secondary trauma** - the impact of working with students experiencing trauma on a regular basis, which may cause traumatic responses and/or burnout in the individual providing support and care.

### **Authority**

The Board directs district staff to develop and implement a trauma-informed approach plan that uses evidence-based practices and reflects the needs and resources of the district and school community. [2]

The Board shall review current district resources, programs, school climate measures, partnerships with outside agencies, procedures and Board policies through a trauma-informed lens, and shall make revisions or determinations as necessary to facilitate implementation of the district's trauma-informed approach plan.

ultures, languages, heritage and experiences of all students and staff to ensure a supportive school climate and community.

### **Delegation of Responsibility**

The Board designates the Director of Operations to oversee the implementation of the district's trauma-informed approach plan and integrate the coordination of services and professional development into the district's comprehensive plan. The Home School Visitor shall serve as a member of the district's Student Assistance Program team.[2][13][15][16][21][29]

### **Guidelines**

#### **Training**

The district's trauma-informed approach plan shall include provisions for evidence-based training and professional development, based on assigned roles and responsibilities, including but not limited to:[2][21][30]

1. Required training for newly elected/appointed or re-elected/appointed school directors on best practices related to trauma-informed approach, in accordance with applicable law and Board policy.[31][32]
2. Required training on trauma-informed approach for certificated administrative and professional employees as part of the professional education plan, in accordance with applicable law and Board policy.[16][21][33]

#### **Screening**

The Board directs district staff to identify and implement evidence-based screening tools for students and the school community based on the trauma-informed approach plan, and in accordance with applicable law and regulations, including obtaining parental consent where appropriate or required. Screening tools may include, but are not limited to, those identifying the prevalence of Adverse Childhood Experiences (ACEs), social-emotional needs and school climate indicators. Screening shall be conducted by qualified district staff or community agencies with which the district has a contract or other agreement.[13][15][26][36]

The trauma-informed approach plan shall require that screening results are reviewed by appropriate district staff or other contracted providers, and referrals for individual educational and behavioral services or evaluation for such services are made when indicated by individual or universal screening. Identification and referrals for special education and related services evaluations shall comply with applicable state and federal laws and regulations, and Board policy.[11][12][37][38]

#### **Services**

The district's trauma-informed approach plan shall include provisions for identification of student needs; a referral system for individual assessments and coordination of services among the student and student's family, the school and county-based services; community care organizations; public health entities; nonprofit youth service providers; community-based organizations; before-school or after-school care providers; or other similar community groups.[2]

Coordinated student services shall be based on the district's approved trauma-informed approach plan, which shall address recognition and response to the effects of trauma on education and instruction, absenteeism and school completion, and the secondary impact of trauma on school employees.[2]

The district's trauma-informed approach plan shall be implemented within the current framework for Multi-Tiered Systems of Support (MTSS) and Positive Behavioral Interventions and Support (PBIS).

The trauma-informed approach plan shall address coordination with designated district staff and teams responsible for implementing the district's approved plan for K-12 student services and other district programs including, but not limited to, special education and related services, gifted education, guidance counseling, Student Assistance Program, threat assessment team, health services and home and school visitor services.[10][11][12][13][14][15][26][30][37]

Parental notification and consent may be required prior to referral for or implementation of student services, in accordance with applicable law and regulations.[13][14][15]

The district shall develop partnerships with community-based services and organizations, public health entities, nonprofit youth service providers and other community groups to implement the trauma-informed approach plan and provide referrals and/or services to address and mitigate the impact of trauma for students and staff in accordance with the district's approved plan and framework for support.

The Board shall, where appropriate, review and approve a memorandum of understanding or other agreement with each partnering organization or entity for the provision of services, in accordance with the resources of the district and the approved trauma-informed approach plan.

### Education

The district's trauma-informed approach plan shall integrate age-appropriate instruction for students related to trauma-informed topics and social-emotional learning as part of the district's approved curriculum. Instructional topics may include, but not be limited to: resilience, self-awareness, self-management, responsible decision-making, relationship skills and social awareness, safe and healthy choices and behaviors, coping strategies, seeking help for self or others. [8][25]

### Staff Wellness and Support

The district shall monitor and address the impact of trauma, including secondary trauma, on school employees as part of the trauma-informed approach plan. The plan shall include training and resources to identify the warning signs of trauma and provide confidential support and services to promote staff wellness.

### Data Collection and Plan Review

The district shall review and revise the trauma-informed approach plan as needed, based on a review of relevant data, district resources and programs, and the needs of students and staff. Such data may include, but not be limited to:

1. Aggregate data from evidence-based screening tools administered as part of the trauma-informed approach plan.
2. Anecdotal information from staff and students related to trauma and secondary trauma impact in the school environment.
3. Feedback from parents/guardians and the community on the district's implementation of trauma-informed approach to education.
4. Results of school climate surveys and other student or staff surveys on school environment.

5. Aggregate data on student absences, Student Assistance Program referrals, health and school nurse services, student removal discipline and graduation rates.[15]
6. Aggregate data on Employee Assistance Program use and staff feedback on training related to trauma-informed approach.
7. **School safety and security incident reports.[22]**
8. Safe2Say Something aggregate data.
9. PBIS inventories and surveys.

**PSBA Revision 6/24 © 2024 PSBA**

Legal

[1. 24 P.S. 102](#)

[2. 24 P.S. 1311-B](#)

3. Pol. 204

4. Pol. 113.1

5. Pol. 113.2

6. Pol. 218

7. Pol. 233

8. Pol. 105

9. Pol. 107

10. Pol. 112

11. Pol. 113

12. Pol. 114

13. Pol. 146

14. Pol. 209

15. Pol. 236

16. Pol. 333

17. Pol. 824

18. Pol. 917

19. Pol. 918

20. Pol. 246

21. Pol. 805

22. Pol. 805.1

23. Pol. 805.2

24. Pol. 806

25. Pol. 819

26. Pol. 236.1

27. Pol. 602

28. Pol. 701

29. Pol. 100



[30. 24 P.S. 1310-B](#)

[31. 24 P.S. 328](#)

32. Pol. 004

[33. 24 P.S. 1205.7](#)

34. Pol. 818

35. Pol. 916

36. Pol. 235.1

37. Pol. 103.1

38. Pol. 113.3

[PA Commission on Crime and Delinquency, School Safety and Security Committee - Model Trauma-Informed Approach Plan](#)



OLD

Book	Policy Manual
Section	200 Pupils
Title	Student Discipline
Code	218
Status	Active
Adopted	August 12, 2013
Last Revised	July 11, 2022
Prior Revised Dates	10/12/2018

### **Purpose**

The Board recognizes that student conduct is closely related to learning. An effective educational program requires a safe and orderly school environment.

### **Authority**

The Board shall establish fair, reasonable and nondiscriminatory rules and regulations regarding the conduct of all students in the district.[1][2][3][4][5]

The Board shall adopt a Code of Student Conduct to govern student discipline, and students shall not be subject to disciplinary action because of race, sex, color, religion, sexual orientation, national origin or handicap/disability. Each student must adhere to Board policies and the Code of Student Conduct governing student discipline.[1][2][4][5][6][7][8][9]

The Board prohibits the use of corporal punishment by district staff to discipline students for violations of Board policies, the Code of Student Conduct and district rules and regulations.[10]

Any student disciplined by a district employee shall have the right to be informed of the nature of the infraction and the applicable rule or rules violated.[11]

When suspensions and expulsions are imposed, they shall be carried out in accordance with Board policy.[7][11]

In the case of a student with a disability, including a student for whom an evaluation is pending, the district shall take all steps required to comply with state and federal laws and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.[5][7][12][13][14][15]

### **On and Off-Campus Activities**

This policy and the Code of Student Conduct apply to the behavior of students at all times during the time they are under the supervision of the school or at any time while on school property, while present at school-sponsored activities, and while traveling to or from school and school-

sponsored activities or at other times while riding in school-provided means of transportation ("on-campus"). This policy and the Code of Student Conduct also apply to student behavior that occurs at other times and places ("off-campus") when: [\[3\]](#)

1. The conduct involves, threatens or makes more likely violence, use of force or other serious harm directed at students, staff or the school environment;
2. The conduct materially and substantially disrupts or interferes with the school environment or the educational process, such as school activities, school work, discipline, safety and order on school property or at school functions;
3. The conduct interferes with or threatens to interfere with the rights of students or school staff or the safe and orderly operation of the schools and their programs;
4. The conduct involves the theft or vandalism of school property; or
5. The proximity, timing or motive for the conduct in question or other factors pertaining to the conduct otherwise establish a direct connection to attendance at school, to the school community, or to a school-sponsored activity. This would include, for example, but not be limited to, conduct that would violate the Code of Student Conduct if it occurred in school that is committed in furtherance of a plan made or agreed to in school, or acts of vandalism directed at the property of school staff because of their status as school staff.

### **Delegation of Responsibility**

The Superintendent or designee shall ensure that reasonable and necessary rules and regulations are developed to implement Board policy governing student conduct.

The Superintendent or designee shall publish and distribute to all staff, students and parents/guardians the rules and regulations for student behavior contained in the Code of Student Conduct, the sanctions that may be imposed for violations of those rules, and a listing of students' rights and responsibilities. A copy of the Code of Student Conduct shall be available in each school library and school office and may be included in student handbooks and on the district website. [\[1\]](#)[\[8\]](#)

The building principal shall have the authority to assign discipline to students, subject to Board policies, administrative regulations, the Code of Student Conduct and school rules, and to the student's due process right to notice, hearing, and appeal. [\[7\]](#)[\[11\]](#)[\[16\]](#)[\[17\]](#)

Teaching staff and other district employees responsible for students shall have the authority to take reasonable actions necessary to control the conduct of students in all situations and in all places where 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, in accordance with Board policy, administrative regulations, the Code of Student Conduct and school rules. [\[16\]](#)

Reasonable force may be used by teachers and school authorities under any of the following circumstances: to quell a disturbance, obtain possession of weapons or other dangerous objects, for the purpose of self-defense, and for the protection of persons or property. [\[10\]](#)

### **Referral to Law Enforcement and Reporting Requirements**

For reporting purposes, the term **incident** shall mean an instance involving an act of violence; the possession of a weapon; the possession, use, or sale of a controlled substance or drug paraphernalia as defined in the Pennsylvania Controlled Substance, Drug, Device and Cosmetic Act; the possession, use, or sale of alcohol or tobacco; or conduct that constitutes an offense listed under the Safe Schools Act. [\[18\]](#)[\[19\]](#)[\[20\]](#)

The Superintendent or designee shall immediately report required incidents and may report discretionary incidents committed by students on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity to the local police department that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.[15][18][19][21][22][23]

The Superintendent or designee shall notify the parent/guardian of any student directly involved in an incident as a victim or suspect immediately, as soon as practicable. The Superintendent or designee shall inform the parent/guardian whether or not the local police department that has jurisdiction over the school property has been or may be notified of the incident. The Superintendent or designee shall document attempts made to reach the parent/guardian.[15][18][24]

In accordance with state law, the Superintendent shall annually, by July 31, report all new incidents to the Office for Safe Schools on the required form.[15][19][25][26][27][28]

When a student's behavior indicates a threat to the safety of the student, other students, school employees, school facilities, the community or others, district staff shall report the student to the threat assessment team, in accordance with applicable law and Board policy.[29][30]

The Superintendent shall report to the Board the methods of discipline imposed by administrators and incidences of student misconduct, in the degree of specificity required by the Board.

Legal

[1. 22 PA Code 12.3](#)

[2. 22 PA Code 12.4](#)

[3. 24 P.S. 510](#)

4. Pol. 103

5. Pol. 103.1

[6. 22 PA Code 12.2](#)

7. Pol. 113.1

8. Pol. 235

9. Pol. 832

[10. 22 PA Code 12.5](#)

11. Pol. 233

[12. 22 PA Code 10.23](#)

[13. 20 U.S.C. 1400 et seq](#)

14. Pol. 113.2

15. Pol. 805.1

[16. 24 P.S. 1317](#)

[17. 24 P.S. 1318](#)

[18. 22 PA Code 10.2](#)

[19. 24 P.S. 1303-A](#)

[20. 35 P.S. 780-102](#)

[21. 22 PA Code 10.21](#)

[22. 22 PA Code 10.22](#)

[23. 24 P.S. 1302.1-A](#)

[24. 22 PA Code 10.25](#)

25. Pol. 218.1

26. Pol. 218.2

27. Pol. 222

28. Pol. 227

[29. 24 P.S. 1302-E](#)

30. Pol. 236.1

[20 U.S.C. 7114](#)

[22 PA Code 12.1 et seq](#)

[22 PA Code 403.1](#)

[34 CFR Part 300](#)

Mahanoy Area School District v. B.L., 594 U.S. \_\_\_\_\_ (2021)

Pol. 122

Pol. 123

Pol. 146.1

Pol. 805



New

Book Policy Manual  
Section 200 Pupils  
Title Student Discipline  
Code 218 Vol III 2024  
Status

**Purpose**

The Board recognizes that student conduct is closely related to learning. An effective educational program requires a safe and orderly school environment.

**Authority**

The Board shall establish fair, reasonable and nondiscriminatory rules and regulations regarding the conduct of all students in the district.[1][2][3][4][5]

The Board shall adopt a Code of Student Conduct to govern student discipline, and students shall not be subject to disciplinary action because of race, sex, color, religion, sexual orientation, national origin or handicap/disability. Each student must adhere to Board policies and the Code of Student Conduct governing student discipline.[1][2][4][5][6][7][8]

The Board shall approve the inclusion of restorative practices in the Code of Student Conduct to address violations where applicable.[9]

The Board prohibits the use of corporal punishment by district staff to discipline students for violations of Board policies, the Code of Student Conduct and district rules and regulations.[10]

Any student disciplined by a district employee shall have the right to be informed of the nature of the infraction and the applicable rule or rules violated.[11]

When suspensions and expulsions are imposed, they shall be carried out in accordance with Board policy.[7][11]

In the case of a student with a disability, including a student for whom an evaluation is pending, the district shall take all steps required to comply with state and federal laws and regulations, the procedures set forth in the memorandum of understanding with law enforcement and Board policies.[5][7][12][13][14][15]

**On and Off-Campus Activities**

This policy and the Code of Student Conduct apply to the behavior of students at all times during the time they are under the supervision of the school or at any time while on school property, while present at school-sponsored activities and while traveling to or from school and school-

sponsored activities or at other times while riding in school-provided means of transportation ("on-campus"). This policy and the Code of Student Conduct also apply to student behavior that occurs at other times and places ("off-campus") when:[\[3\]](#)

1. The conduct involves, threatens or makes more likely violence, use of force or other serious harm directed at students, staff or the school environment;
2. The conduct materially and substantially disrupts or interferes with the school environment or the educational process, such as school activities, school work, discipline, safety and order on school property or at school functions;
3. The conduct interferes with or threatens to interfere with the rights of students or school staff or the safe and orderly operation of the schools and their programs;
4. The conduct involves the theft or vandalism of school property; or
5. The proximity, timing or motive for the conduct in question or other factors pertaining to the conduct otherwise establish a direct connection to attendance at school, to the school community or to a school-sponsored activity. This would include, for example, but not be limited to, conduct that would violate the Code of Student Conduct if it occurred in school that is committed in furtherance of a plan made or agreed to in school, or acts of vandalism directed at the property of school staff because of their status as school staff.

### **Delegation of Responsibility**

The Superintendent or designee shall ensure that reasonable and necessary rules and regulations are developed to implement Board policy governing student conduct.

The Superintendent or designee shall publish and distribute to all staff, students and parents/guardians the rules and regulations for student behavior contained in the Code of Student Conduct, the sanctions that may be imposed for violations of those rules and a listing of students' rights and responsibilities. A copy of the Code of Student Conduct shall be available in each school library and school office and may be included in student handbooks and on the district website.[\[1\]](#)[\[8\]](#)

The building principal **or designee** shall have the authority to assign discipline to students, subject to Board policies, administrative regulations, the Code of Student Conduct and school rules, and to the student's due process right to notice, hearing and appeal.[\[7\]](#)[\[11\]](#)[\[16\]](#)[\[17\]](#)

Teaching staff and other district employees responsible for students shall have the authority to take reasonable actions necessary to control the conduct of students in all situations and in all places where 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, in accordance with Board policy, administrative regulations, the Code of Student Conduct and school rules.[\[16\]](#)

Reasonable force may be used by teachers and school authorities under any of the following circumstances: to quell a disturbance, obtain possession of weapons or other dangerous objects, for the purpose of self-defense, **and/or** for the protection of persons or property.[\[10\]](#)

### **Referral to Law Enforcement and Reporting Requirements**

For reporting purposes, the term **incident** shall mean an instance involving an act of violence; the possession of a weapon; the possession, use or sale of a controlled substance or drug paraphernalia as defined in the Pennsylvania Controlled Substance, Drug, Device and Cosmetic Act; the possession, use or sale of alcohol or tobacco **products**; or conduct that constitutes an offense listed **in the school safety and security provisions of School Code.**[\[18\]](#)[\[19\]](#)[\[20\]](#)

The Superintendent or designee shall immediately report required incidents and may report discretionary incidents committed by students on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity to the **law enforcement agency** that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with **law enforcement** and Board policies.[15][18][20][21][22][23]

The Superintendent or designee shall notify the parent/guardian of any student directly involved in an incident as a victim or suspect immediately, as soon as practicable. The Superintendent or designee shall inform the parent/guardian whether or not the **law enforcement agency** that has jurisdiction over the school property has been or may be notified of the incident. The Superintendent or designee shall document attempts made to reach the parent/guardian.[15][18][24]

In accordance with state law, the Superintendent shall annually, by July 31, report all new incidents to the **PA Department of Education** on the required form.[15][20][23][25][26][27][28]

When a student's behavior indicates a threat to the safety of the student, other students, school employees, school facilities, the community or others, district staff shall report the student to the threat assessment team, in accordance with applicable law and Board policy.[29][30]

The Superintendent shall report to the Board the methods of discipline imposed by administrators and incidences of student misconduct, in the degree of specificity required by the Board.

#### NOTES:

Act 116 of 2002 defines graffiti as it relates to criminal mischief offenses and defines defiant trespassers – Title 18, Sec. 3304 (3503)

#### **PSBA Revision 6/24 © 2024 PSBA**

#### Legal

[1. 22 PA Code 12.3](#)

[2. 22 PA Code 12.4](#)

[3. 24 P.S. 510](#)

4. Pol. 103

5. Pol. 103.1

[6. 22 PA Code 12.2](#)

7. Pol. 113.1

8. Pol. 235

9. Pol. 146.1

[10. 22 PA Code 12.5](#)

11. Pol. 233

[12. 22 PA Code 10.23](#)

[13. 20 U.S.C. 1400 et seq](#)

14. Pol. 113.2

15. Pol. 805.1

[16. 24 P.S. 1317](#)



[17. 24 P.S. 1318](#)

[18. 22 PA Code 10.2](#)

[19. 35 P.S. 780-102](#)

[20. 24 P.S. 1319-B](#)

[21. 22 PA Code 10.21](#)

[22. 22 PA Code 10.22](#)

[23. 24 P.S. 1306.2-B](#)

[24. 22 PA Code 10.25](#)

25. Pol. 218.1

26. Pol. 218.2

27. Pol. 222

28. Pol. 227

[29. 24 P.S. 1302-E](#)

30. Pol. 236.1

[22 PA Code 12.1 et seq](#)

[22 PA Code 403.1](#)

[20 U.S.C. 7114](#)

[34 CFR Part 300](#)

Mahanoy Area School District v. B.L., 594 U.S. \_\_\_\_\_ (2021)

Pol. 122

Pol. 123

Pol. 218.3

Pol. 805



OLD

Book	Policy Manual
Section	200 Pupils
Title	Weapons
Code	218.1
Status	Active
Adopted	August 12, 2013
Last Revised	September 20, 2021

### **Purpose**

The Board recognizes the importance of a safe school environment relative to the educational process. Possession of weapons in the school setting is a threat to the safety of students and staff and is prohibited by law.

### **Definitions**

**Weapon** - the term shall include but is not limited to any knife, cutting instrument, cutting tool, nunchaku, firearm, shotgun, rifle, replica of a weapon, and any other tool, instrument or implement capable of inflicting serious bodily injury.[1][2]

**Possession** - a student is in possession of a weapon when the weapon is found on the person of the student; in the student's locker or assigned storage area; or under the student's control while on school property, on property being used by the school, at any school function or activity, at any school event held away from the school, or while the student is coming to or from school.

### **Authority**

The Board prohibits students from possessing and bringing weapons and replicas of weapons into any district buildings, onto school property, to any school-sponsored activity, and onto any public vehicle providing transportation to or from school or a school-sponsored activity, or while the student is coming to or from school.[2][3]

The Board shall expel for a period of not less than one (1) year any student who violates this weapons policy. Such expulsion shall be given in conformance with formal due process proceedings required by law and Board policy.[2][4][5]

The Superintendent may recommend modifications of such expulsion requirement on a case-by-case basis.[2]

In the case of a student with a disability, including a student for whom an evaluation is pending, the district shall take all steps required to comply with state and federal laws and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.[2][4][6][7][8][9][10][11]

## **Delegation of Responsibility**

The Superintendent or designee shall react promptly to information and knowledge concerning possession of a weapon. Such action shall be in compliance with state law and regulations and with the procedures set forth in the memorandum of understanding with local law enforcement officials and the district's emergency preparedness plan.[11][12][13]

When the behavior of a student in possession of a weapon indicates a threat to the safety of the student, other students, school employees, school facilities, the community or others, district staff shall report the student to the threat assessment team, in accordance with applicable law and Board policy.[14][15]

## **Guidelines**

The Superintendent or designee shall immediately report incidents involving weapons on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity to the local police department that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.[2][11][12][16][17][18]

The Superintendent or designee shall notify the parent/guardian of any student directly involved in an incident involving weapons as a victim or suspect immediately, as soon as practicable. The Superintendent or designee shall inform the parent/guardian whether or not the local police department that has jurisdiction over the school property has been or may be notified of the incident. The Superintendent or designee shall document attempts made to reach the parent/guardian.[11][17][19]

In accordance with state law, the Superintendent shall annually, by July 31, report all incidents involving possession of a weapon to the Office for Safe Schools on the required form.[11][16]

The building principal shall annually inform staff, students and parents/guardians about the Board policy prohibiting weapons and about their personal responsibility for the health, safety and welfare of the school community.

An exception to this policy may be made by the Superintendent, who shall prescribe special conditions or administrative regulations to be followed.[2]

## **Transfer Students**

When the district receives a student who transfers from a public or private school during an expulsion period for an offense involving a weapon, the district may assign that student to an alternative assignment or may provide alternative education, provided the assignment does not exceed the expulsion period.[2][22]

Legal

[1. 24 P.S. 1301-A](#)

[2. 24 P.S. 1317.2](#)

3. Pol. 218

4. Pol. 113.1

5. Pol. 233

[6. 20 U.S.C. 1400 et seq](#)

[7. 22 PA Code 10.23](#)

8. Pol. 103.1

9. Pol. 113.2
10. Pol. 113.3
11. Pol. 805.1
- [12. 24 P.S. 1302.1-A](#)
13. Pol. 805
- [14. 24 P.S. 1302-E](#)
15. Pol. 236.1
- [16. 24 P.S. 1303-A](#)
- [17. 22 PA Code 10.2](#)
- [18. 22 PA Code 10.21](#)
- [19. 22 PA Code 10.25](#)
- [20. 18 U.S.C. 921](#)
- [21. 18 U.S.C. 922](#)
22. Pol. 200
- [18 Pa. C.S.A. 912](#)
- [20 U.S.C. 7114](#)
- [20 U.S.C. 7961](#)
- [22 PA Code 403.1](#)
- [34 CFR Part 300](#)



*new*

Book Policy Manual  
Section 200 Pupils  
Title Weapons  
Code 218.1 Vol III 2024  
Status

### **Purpose**

The Board recognizes the importance of a safe school environment relative to the educational process. Possession of weapons in the school setting is a threat to the safety of students and staff and is prohibited by law.

### **Definitions**

**Weapon** - the term shall include but is not limited to any knife, cutting instrument, cutting tool, nunchaku, firearm, shotgun, rifle, replica of a weapon and any other tool, instrument or implement capable of inflicting serious bodily injury.[1][2]

**Possession** - a student is in possession of a weapon when the weapon is found on the person of the student; in the student's locker or assigned storage area; or under the student's control while on school property, on property being used by the school, at any school function or activity, at any school event held away from the school or while the student is coming to or from school.

### **Authority**

The Board prohibits students from possessing and bringing weapons and replicas of weapons into any district buildings, onto school property, to any school-sponsored activity and onto any public vehicle providing transportation to or from school or a school-sponsored activity, or while the student is coming to or from school.[2][3]

The Board shall expel for a period of not less than one (1) year any student who violates this weapons policy. Such expulsion shall be given in conformance with formal due process proceedings required by law and Board policy.[2][4][5]

The Superintendent may recommend modifications of such expulsion requirement on a case-by-case basis.[2]

In the case of a student with a disability, including a student for whom an evaluation is pending, the district shall take all steps required to comply with state and federal laws and regulations, the procedures set forth in the memorandum of understanding **with** law enforcement and Board policies.[2][4][6][7][8][9][10][11]

### **Delegation of Responsibility**

The Superintendent or designee shall react promptly to information and knowledge concerning possession of a weapon. Such action shall be in compliance with state law and regulations and with the procedures set forth in the memorandum of understanding with **the law enforcement agency that has jurisdiction over the school's property**, and the district's emergency preparedness plan.[11][12][13]

When the behavior of a student in possession of a weapon indicates a threat to the safety of the student, other students, school employees, school facilities, the community or others, district staff shall report the student to the threat assessment team, in accordance with applicable law and Board policy.[14][15]

### **Guidelines**

The Superintendent or designee shall immediately report incidents involving weapons on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity to the **law enforcement agency** that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding **with** law enforcement and Board policies.[2][11][12][16][17][18]

The Superintendent or designee shall notify the parent/guardian of any student directly involved in an incident involving weapons as a victim or suspect immediately, as soon as practicable. The Superintendent or designee shall inform the parent/guardian whether or not the **law enforcement agency** that has jurisdiction over the school property has been or may be notified of the incident. The Superintendent or designee shall document attempts made to reach the parent/guardian.[11][17][19]

In accordance with state law, the Superintendent shall annually, by July 31, report all incidents involving possession of a weapon to the **PA Department of Education** on the required form.[11][12][16]

The building principal shall annually inform staff, students and parents/guardians about the Board policy prohibiting weapons and about their personal responsibility for the health, safety and welfare of the school community.

An exception to this policy may be made by the Superintendent, **in accordance with law**, who shall prescribe special conditions or administrative regulations to be followed.[2]

### **Transfer Students**

When the district receives a student who transfers from a public or private school during an expulsion period for an offense involving a weapon, the district may assign that student to an alternative assignment or may provide alternative education, provided the assignment does not exceed the expulsion period.[2][22]

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- Legal
- [1. 24 P.S. 1301-A](#)
  - [2. 24 P.S. 1317.2](#)
  3. Pol. 218
  4. Pol. 113.1

5. Pol. 233
- [6. 20 U.S.C. 1400 et seq](#)
- [7. 22 PA Code 10.23](#)
8. Pol. 103.1
9. Pol. 113.2
10. Pol. 113.3
11. Pol. 805.1
- [12. 24 P.S. 1319-B](#)
13. Pol. 805
- [14. 24 P.S. 1302-E](#)
15. Pol. 236.1
- [16. 24 P.S. 1306.2-B](#)
- [17. 22 PA Code 10.2](#)
- [18. 22 PA Code 10.21](#)
- [19. 22 PA Code 10.25](#)
- [20. 18 U.S.C. 921](#)
- [21. 18 U.S.C. 922](#)
22. Pol. 200
- [18 Pa. C.S.A. 912](#)
- [20 U.S.C. 7114](#)
- [20 U.S.C. 7961](#)
- [22 PA Code 403.1](#)
- [34 CFR Part 300](#)



OLD

Book	Policy Manual
Section	200 Pupils
Title	Terroristic Threats
Code	218.2
Status	Active
Adopted	August 12, 2013
Last Revised	September 20, 2021

### **Purpose**

The Board recognizes the danger that terroristic threats by students present to the safety and welfare of district students, staff and community. The Board acknowledges the need for an immediate and effective response to a situation involving a terroristic threat.

### **Definitions**

**Communicate** - shall mean to convey in person or by written or electronic means, including telephone, electronic mail, Internet, facsimile, telex and similar transmissions. [\[1\]](#)

**Terroristic threat** - shall mean a threat communicated either directly or indirectly to commit any crime of violence with the intent to terrorize another; to cause evacuation of a building, place of assembly or facility of public transportation; or to otherwise cause serious public inconvenience, or cause terror or serious public inconvenience with reckless disregard of the risk of causing such terror or inconvenience. [\[1\]](#)

### **Authority**

The Board prohibits any district student from communicating terroristic threats directed at any student, employee, Board member, community member or property owned, leased or being used by the district.

### **Delegation of Responsibility**

The Superintendent or designee, in coordination with the threat assessment team, shall react promptly to information and knowledge concerning a possible or actual terroristic threat. Such action shall be in compliance with state law and regulations, Board policy and administrative regulations, the procedures set forth in the memorandum of understanding with local law enforcement officials and the district's emergency preparedness plan. [\[2\]](#)[\[3\]](#)[\[4\]](#)[\[5\]](#)[\[6\]](#)

### **Guidelines**



In all cases of terroristic threats, where a student's behavior indicates a threat to the safety of the student, other students, school employees, school facilities, the community or others, district staff shall report the student to the threat assessment team, in accordance with applicable law and Board policy.[3][4]

Staff members and students shall be made aware of their responsibility for informing the threat assessment team regarding any information or knowledge relevant to a possible or actual terroristic threat.[4][7]

The threat assessment team shall immediately inform the Superintendent or designee, School Safety and Security Coordinator and building principal of a terroristic threat, in accordance with Board policy and administrative regulations.[4]

The Superintendent or designee may report incidents involving terroristic threats on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity to the local police department that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.[2][6][8][9][10]

The Superintendent or designee shall notify the parent/guardian of any student directly involved in an incident involving a terroristic threat as a victim or suspect immediately, as soon as practicable. The Superintendent or designee shall inform the parent/guardian whether or not the local police department that has jurisdiction over the school property has been or may be notified of the incident. The Superintendent or designee shall document attempts made to reach the parent/guardian.[6][9][11]

In accordance with state law, the Superintendent shall annually, by July 31, report all incidents of terroristic threats to the Office for Safe Schools on the required form.[6][8]

In the case of a student with a disability, including a student for whom an evaluation is pending, the district shall take all steps required to comply with state and federal laws and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.[6][12][13][14][15][16]

If a student is expelled for making terroristic threats, the Board may require, prior to readmission, that the student provide competent and credible evidence from a behavioral service provider that the student does not pose a risk of harm to others.[4][15][17]

#### Legal

[1. 18 Pa. C.S.A. 2706](#)

[2. 24 P.S. 1302.1-A](#)

[3. 24 P.S. 1302-E](#)

4. Pol. 236.1

5. Pol. 805

6. Pol. 805.1

[7. 22 PA Code 12.2](#)

[8. 24 P.S. 1303-A](#)

[9. 22 PA Code 10.2](#)

[10. 22 PA Code 10.22](#)

[11. 22 PA Code 10.25](#)

[12. 22 PA Code 10.23](#)

[13. 20 U.S.C. 1400 et seq](#)

14. Pol. 103.1

15. Pol. 113.1

16. Pol. 113.2

17. Pol. 233

[34.CFR Part 300](#)



New

Book Policy Manual  
Section 200 Pupils  
Title Terroristic Threats  
Code 218.2 Vol III 2024  
Status

**Purpose**

The Board recognizes the danger that terroristic threats by students present to the safety and welfare of district students, staff and community. The Board acknowledges the need for an immediate and effective response to a situation involving a terroristic threat.

**Definitions**

**Communicate** - shall mean to convey in person or by written or electronic means, including telephone, electronic mail, Internet, facsimile, telex and similar transmissions.[1]

**Terroristic threat** - shall mean a threat communicated either directly or indirectly to commit any crime of violence with the intent to terrorize another; to cause evacuation of a building, place of assembly or facility of public transportation; or to otherwise cause serious public inconvenience, or cause terror or serious public inconvenience with reckless disregard of the risk of causing such terror or inconvenience.[1]

**Authority**

The Board prohibits any district student from communicating terroristic threats directed at any student, employee, **school director**, community member or property owned, leased or being used by the district.

**In the case of a student with a disability, including a student for whom an evaluation is pending, the district shall take all steps required to comply with state and federal laws and regulations, the procedures set forth in the memorandum of understanding with law enforcement and Board policies.[2][3][4][5][6][7]**

**Delegation of Responsibility**

The Superintendent or designee, in coordination with the threat assessment team, shall react promptly to information and knowledge concerning a possible or actual terroristic threat. Such action shall be in compliance with state law and regulations, Board policy and administrative regulations, the procedures set forth in the memorandum of understanding with **law enforcement agencies having jurisdiction over school property** and the district's emergency preparedness plan.[2][8][9][10][11]

**Guidelines**

In all cases of terroristic threats, where a student's behavior indicates a threat to the safety of the student, other students, school employees, school facilities, the community or others, district staff shall report the student to the threat assessment team, in accordance with applicable law and Board policy.[\[8\]](#)[\[10\]](#)

Staff members and students shall be made aware of their responsibility for informing the threat assessment team regarding any information or knowledge relevant to a possible or actual terroristic threat.[\[10\]](#)[\[12\]](#)

The threat assessment team shall immediately inform the Superintendent or designee, School Safety and Security Coordinator and building principal of a terroristic threat, in accordance with Board policy and administrative regulations.[\[10\]](#)

The Superintendent or designee may report incidents involving terroristic threats on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity to the **law enforcement agency** that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding **with** law enforcement and Board policies.[\[2\]](#)[\[9\]](#)[\[13\]](#)[\[14\]](#)[\[15\]](#)

The Superintendent or designee shall notify the parent/guardian of any student directly involved in an incident involving a terroristic threat as a victim or suspect immediately, as soon as practicable. The Superintendent or designee shall inform the parent/guardian whether or not the **law enforcement agency** that has jurisdiction over the school property has been or may be notified of the incident. The Superintendent or designee shall document attempts made to reach the parent/guardian.[\[2\]](#)[\[14\]](#)[\[16\]](#)

In accordance with state law, the Superintendent shall annually, by July 31, report all incidents of terroristic threats to the **PA Department of Education** on the required form.[\[2\]](#)[\[9\]](#)[\[13\]](#)

If a student is expelled for making terroristic threats, the Board may require, prior to readmission, that the student provide competent and credible evidence from a behavioral service provider that the student does not pose a risk of harm to others.[\[6\]](#)[\[10\]](#)[\[17\]](#)

#### NOTES:

Act 76 of 1998 – Restitution Payments – 18 Pa. C.S.A. Sec. 2706

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Legal	<a href="#">1. 18 Pa. C.S.A. 2706</a>
	2. Pol. 805.1
	<a href="#">3. 22 PA Code 10.23</a>
	<a href="#">4. 20 U.S.C. 1400 et seq</a>
	5. Pol. 103.1
	6. Pol. 113.1
	7. Pol. 113.2
	<a href="#">8. 24 P.S. 1302-E</a>
	<a href="#">9. 24 P.S. 1319-B</a>
	10. Pol. 236.1

11. Pol. 805

[12. 22 PA Code 12.2](#)

[13. 24 P.S. 1306.2-B](#)

[14. 22 PA Code 10.2](#)

[15. 22 PA Code 10.22](#)

[16. 22 PA Code 10.25](#)

17. Pol. 233

[34 CFR Part 300](#)