
Pennsylvania Department of Education



COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF EDUCATION
333 MARKET STREET
HARRISBURG, PA 17126-0333

Student Services Report **Monday, March 03, 2008**

Entity: Moon Area SD
Address: 8353 University Boulevard
Moon Township, PA 15108-2957
Phone:
Contact Name:

Organization Description

Moon Area School District serves the educational needs of students from Kindergarten through Grade 12 who reside in either Moon Township or Crescent Township.

Moon Township is a rapidly growing suburban municipality located along the [Ohio River](#) in [Allegheny County, Pennsylvania](#). The origin of township's name is unknown for certain, however, it is believed to be named after a crescent-shaped bend in the river. Moon is a suburb in the [Pittsburgh Metro Area](#) as it is located 15 miles (24 km) northwest of [Pittsburgh](#). The population was 22,290^[1] as reported in the [2000 census](#). Moon Township is home to the [Moon Area School District](#), which is comprised of students from both Moon and Crescent townships. The school district enrolls approximately 3,800 students in grades kindergarten through 12th grade. Growth is expected to continue in Moon in the near future due to many new construction projects such as the redevelopment of University Boulevard and conversion of the West Hills Shopping Center into a new shopping plaza. Ground was broken in late 2006 on the new Cherrington Parkway extension. The extension will create additional shovel-ready land for development.^[2] As a result of Robert Morris University, the college feeds much of the economy along the township's University Boulevard area. Several new businesses have opened recently including the new DoubleTree Hotel and restaurants including [Primanti's](#). A new Target and Giant Eagle are also rumored to be in development. The township is home to the [Air Force Reserve 911th Airlift Wing](#), which was established in 1943. Moon is also home to the 171st Air Refueling Wing of the Pa. Air National Guard. Additionally, the Army has its 99th Regional Readiness Command, built in the late 1990's in Moon Township. Since the loss of the airport terminal, the township has shifted its focus from airport commerce to corporate development, residences and university hub. The main campus of [Robert Morris University](#) is also located within the township. Major corporation headquarters like [Michael Baker Corporation](#), [Nova Chemicals](#), [FedEx Ground](#), First Health/Coventry and the consumer division of [GlaxoSmithKline](#) are located in Moon.

Demographics: As of the [census](#)² of 2000, there were 22,290 people, 8,445 households, and 5,767 families residing in the township. The [population density](#) was 362.5/km² (939.1/mi²). There were 9,200 housing units at an average density of 149.6/km² (387.6/mi²). The racial makeup of the township was 93.17% [White](#), 3.58% [African American](#), 0.06% [Native American](#), 1.94% [Asian](#), 0.02% [Pacific Islander](#), 0.25% from [other races](#), and 0.97% from two or more races. [Hispanic](#) or [Latino](#) of any race were 0.99% of the population.

There were 8,445 households out of which 31.2% had children under the age of 18 living with them, 58.9% were [married couples](#) living together, 7.1% had a female householder with no husband present, and 31.7% were non-families. 26.8% of all households were made up of individuals and 6.7% had someone living alone who was 65 years of age or older. The average household size was 2.44 and the average family size was 2.99.

In the township the population was spread out with 22.1% under the age of 18, 10.6% from 18 to 24, 29.9% from 25 to 44, 24.6% from 45 to 64, and 12.8% who were 65 years of age or older. The median age was 38 years. For every 100 females there were 97.3 males. For every 100 females age 18 and over, there were 95.1 males.

The median income for a household in the township was \$57,173, and the median income for a family was \$68,256. Males had a median income of \$48,444 versus \$31,073 for females. The [per capita income](#) for the township was \$26,457. About 2.2% of families and 4.2% of the population were below the [poverty line](#), including 3.6% of those under age 18 and 3.5% of those age 65 or over.

Information obtained from http://en.wikipedia.org/wiki/Moon_Township,_Pennsylvania

Crescent Township is a township in [Allegheny County, Pennsylvania, United States](#) and is part of the [Pittsburgh Metro Area](#). The population was 2,314 at the [2000 census](#). The township was

created in [1855](#) and was given the name *Crescent* because it was formed from a portion of [Moon Township](#). Crescent Township has been assigned the [ZIP code](#) 15046. Crescent Township has two unincorporated villages: Glenwillard and Wireton. Crescent is part of the [Pittsburgh Metropolitan Statistical Area](#). Students living in Crescent Township attend the [Moon Area School District](#).

Geography: According to the [United States Census Bureau](#), the township has a total area of 2.3 [square miles](#) (6.0 [km²](#)), of which, 2.1 square miles (5.4 [km²](#)) of it is land and 0.2 square miles (0.6 [km²](#)) of it (10.78%) is water.

Demographics: As of the [census²](#) of 2000, there were 2,314 people, 886 households, and 658 families residing in the township. The [population density](#) was 1,115.8 people per square mile (431.6/[km²](#)). There were 920 housing units at an average density of 443.6/sq mi (171.6/[km²](#)). The racial makeup of the township was 97.23% [White](#), 1.25% [African American](#), 0.30% [Native American](#), 0.91% [Asian](#), 0.04% [Pacific Islander](#), and 0.26% from two or more races. [Hispanic](#) or [Latino](#) of any race were 0.78% of the population.

There were 886 households out of which 32.6% had children under the age of 18 living with them, 61.7% were [married couples](#) living together, 9.7% had a female householder with no husband present, and 25.7% were non-families. 21.2% of all households were made up of individuals and 9.5% had someone living alone who was 65 years of age or older. The average household size was 2.60 and the average family size was 3.05.

In the township the population was spread out with 23.9% under the age of 18, 6.7% from 18 to 24, 31.0% from 25 to 44, 23.4% from 45 to 64, and 14.9% who were 65 years of age or older. The median age was 38 years. For every 100 females there were 93.6 males. For every 100 females age 18 and over, there were 93.2 males.

The median income for a household in the township was \$49,500, and the median income for a family was \$52,267. Males had a median income of \$35,661 versus \$25,076 for females. The [per capita income](#) for the township was \$19,472. About 3.2% of families and 5.1% of the population were below the [poverty line](#), including 6.4% of those under age 18 and 5.6% of those age 65 or over.

Information obtained from: http://en.wikipedia.org/wiki/Crescent_Township%2C_PA

Core Purpose

Mission

The Moon Area School District, in partnership with the community, is dedicated to educate every individual in a respectful, safe, enriching environment through comprehensive programs that inspire excellence, life-long learning and responsibility.

Vision

The vision of the Moon Area School District is to provide quality, comprehensive academic programs that meet the diverse needs of all learners as individuals through a standards-based curriculum.

The stakeholders in Moon Area School District envision a district in which:

- All school community stakeholders demonstrate mutual respect.
- Each student is a lifelong learner who contributes to an increasingly diverse world.
- All members of the school community are technologically proficient.
- All members of the school community are committed to continuous improvement.

- All community stakeholders are dedicated to ensuring that students acquire the knowledge and skills necessary to enhance and fully develop their unique potentials.
- the district meets the needs of students, families, and the Moon community to the extent that enthusiastic support is generated for the programs and services provided by the Moon Area School District.

Shared Values

- Learning is a lifelong process.
- The education of our youth is the most valuable investment for our future.
- Every person is unique and has intrinsic worth.
- Recognition and appreciation instill motivation and dedication.
- Honest, open and on-going communication promotes trust and mutual understanding.
- Relevance is an important catalyst for learning.
- Higher expectations promote greater achievement.
- A quality education provides opportunities and a basis for achieving success.
- Education is a shared responsibility of the student school, family and community.
- Essential elements to the educational process include confidence, competence, respect and cooperation.

Current Student Services

Service	Comment
School Counseling Services	<p>The District employs seven full-time certified school counselors to support our student population. At the K-5 elementary level, three school counselors provide services to students in five elementary school buildings. The Middle School is staffed with two full-time school counselors and the High School is staffed with three full-time counselors.</p> <p>As part of the comprehensive, developmental guidance program of the Moon Area School District, students at the elementary level are provided with classroom guidance lessons that focus on character development. Individual and small group counseling support services are also offered as needed. Elementary school counselors also participate on the Elementary Student Assistance and Instructional Support Teams.</p> <p>At the Middle School level, two school counselors conduct classroom lessons focusing on career planning, character education, conflict resolution, and Services for Teens at Risk (STAR). Topical group counseling sessions including areas such as grief and loss, divorce, and study skills and motivation are also provided. Individual counseling sessions are provided as needed to address needs such as bullying, building friendships, and academic support.</p> <p>At the High School level, the testing program, scholarship aid, individual counseling, job placement, follow-up studies and personal or social adjustment are among the many aspects of the counseling program. Students acquire knowledge and skills in several areas. This year in the high school the counselors will present the following curriculum topics:</p> <p>Freshmen: Introduction of counseling services, academic and career planning through decision making, goal setting, and four year plans.</p> <p>Sophomores: Career and academic planning through four-year plans. The Career Inventory is also used as part of a research paper students complete in their English classes.</p> <p>Juniors: Career and academic planning through the four-year plans and post</p>

	<p>secondary planning seminars in the spring. Seniors: Career planning and post secondary options planning. Counselors will have met with all high school students in classroom settings by the third week of September.</p>
Nursing Services	<p>The District employs 4.5 FTE certified school nurses to provide comprehensive nursing services to the students and staff of Moon Area School District. One full-time nurse is staffed at both the High School and at the Middle School. 2.5 FTE Certified School Nurses are shared between five elementary school buildings. It is important to note that the District also employs four Registered Nurses in Nurse Assistant positions to ensure that each elementary school building has necessary coverage by qualified personnel. School nurses provide emergency care, maintain health records as required by law or guidelines, and promote an optimal level of wellness for students and staff.</p> <p>Essential duties and responsibilities of the school nurse include; Applying appropriate theory and generally accepted medical practice as basis for decision-making; establishing and maintaining a comprehensive school health program, and interpret such to administration, teachers, parents, students and community; collecting information about the health and developmental status of the students in a systematic and continuous manner; using data collected about the health and developmental status of the students to determine a nursing diagnosis; implementing nursing actions that promote, maintain, or restore health, prevent illness, and effect rehabilitation; maintaining adequate medical supplies; assessing student responses to nursing intervention in order to revise the data base to determine progress toward goal achievement; collaborating with other professionals in planning to assure quality of health care provided to students; assisting students, families, and school personnel to achieve optimal levels of wellness through health education; assuming responsibility for continuing education and professional development and contribute to the professional growth of others.</p>
Student Assistance Program	<p>The Moon Assistance Program for Students (MAPS) is an additional mechanism used by the District to identify at-risk students. MAPS is a cooperative effort utilizing the support staff, students, and community. It is a proactive prevention/intervention program that attempts to provide intervention before school performance is seriously compromised. The MAPS Core Team consists of individuals trained in the Student Assistance Program model and focus on screening/intervention for students who may be experiencing drug and alcohol, depression, and/or family issues, referrals to appropriate agencies or treatment facilities, aftercare for those returning from treatment, and crisis intervention as needed.</p>
Instructional Support Team	<p>The Instructional Support Team is a pre-referral intervention mechanism that is currently in place in grades K through 5. The District employs 2.5 FTE IST teachers to support at-risk students at the elementary level. The IST assists classroom teachers and parents with helping students who are experiencing academic, behavioral, or social skills problems. A team trained in providing interventions works together to find ways to help the at-risk student achieve success in school prior to making a referral for special education placement consideration. The core of the IST process is the belief that all students can learn and that all students are important. Parental involvement in the IST process is viewed as critical to the success of the intervention plan. Parents are strongly encouraged to attend and participate in all phases of the IST process.</p>
Response to Intervention	<p>The Moon Area School District is currently piloting the Response-to-Intervention model (RTI) as an alternative eligibility model for special</p>

	education services in the Reauthorization of IDEA 2004 or IDIEA. RTI encourages districts to provide well designed, proactive interventions for students with needs through data based models and systematic, research based instructional opportunities. This model differs from the traditional disparity model in several ways, but most importantly has the potential to benefit students at earlier stages of needs and often can remediate skill difficulties successfully without unnecessary special education identification or development of more significant learning problems. It is believed that the RTI model will also help to provide meaningful data in determining specific learning needs and in better identifying students with special learning problems.
--	---

Needs Assessment

Action Plan - Narratives

Developmental Services

The Moon Area School District provides certain services to support all students in an attempt to address their academic, behavioral, health, personal, and social adjustment in the public school setting. These activities include processes and procedures that are in place to support age appropriate development of our students. The following are specific developmental services that may be provided by the District:

- *Kindergarten Round-up (Registration/screening activities for rising school-age students)
- *Instructional Support Team Intervention
- *Academic Counseling
- *Remediation Programs
- *Health/Dental/Vision Screenings
- *Attendance Monitoring
- *Character Education
- *Career Development
- *Social Worker Services

Diagnostic, Intervention and Referral Services

The Instructional Support Team is an additional child find and pre-referral intervention mechanism that is currently in place in grades K through 5. The IST assists classroom teachers and parents with helping students who are experiencing academic, behavioral, or social skills problems. A team trained in providing interventions works together to find ways to help the at-risk student achieve success in school prior to making a referral for special education placement consideration. The core of the IST process is the belief that all students can learn and that all students are important. Parental involvement in the IST process is viewed as critical to the success of the intervention plan. Parents are strongly encouraged to attend and participate in all phases of the IST process.

The Moon Area School District is currently piloting the Response-to-Intervention model (RTI) as an alternative eligibility model for special education services in the Reauthorization of IDEA 2004 or IDIEA. RTI encourages districts to provide well designed, proactive interventions for students with needs through data based models and systematic, research based instructional opportunities. This model differs from the traditional disparity model in several ways, but most importantly has the potential to benefit students at earlier stages of needs and often can remediate skill difficulties successfully without unnecessary special education identification or development of more significant learning problems. It is believed that the RTI model will also help to provide meaningful data in determining specific learning needs and in better identifying students with special learning problems.

The Moon Area School District has adopted a child find system to locate, identify, and evaluate school age children who are thought to be eligible for special education and/or related services. The District employs various mechanisms to ensure public awareness of our child find activities. For example, each year the Public and Parental Information Notice of Child Find booklet is sent via U.S. mail to each household in Moon and Crescent Townships. In addition, the child find information is included on the MASD website and local cable access television channel for review by area residents. District contact information is also provided and residents/parents are encouraged to contact appropriate district representatives with questions or concerns related to child find.

The Moon Assistance Program for Students (MAPS) is an additional mechanism used by the District to identify at-risk students. MAPS teams are currently in place at the Middle and High School levels. MAPS is a cooperative effort utilizing the support staff, students, and community. It is a proactive prevention/intervention program that attempts to provide intervention before school performance is seriously compromised. The MAPS Core Team consists of individuals trained in the Student Assistance Program model and focus on screening/intervention for students who may be experiencing drug and alcohol, depression, and/or family issues, referrals to appropriate agencies or treatment facilities, aftercare for those returning from treatment, and crisis intervention as needed. See the section titled, "Student Assistance Program" for a complete review of the MAPS Program.

Consultation and Coordination Services

Consultation and Coordination Services are provided to at-risk students who are experiencing chronic problems within the school setting. The Moon Area School District engages in a variety of consultation and coordination activities to support these individuals. For example, school counselors in each building assist parents to manage referrals to appropriate community agencies. The District also contracts with the Allegheny Intermediate Unit to provide a Licensed Social Worker approximately one day per week in the District. The social worker can provide individual and/or group counseling or educational services to students and parents. The social worker also provides information and awareness regarding mental health issues and facilitates communication between home, school, and community agencies so that all stakeholders can support the at-risk students in a coordinated manner. Consultation and coordination services for at-risk students are also managed effectively by our Moon Assistance Program for Students (MAPS). See the section titled, "Student Assistance Program" for a complete review of the MAPS Program.

A number of Alternative Education programs are offered to students who experience chronic attendance and/or behavior problems in cases where previous, less intense intervention strategies have proven unsuccessful in the public school setting. Currently, there are approximately twenty Moon Area students assigned to Alternative Education facilities such as the Regional Education Support Center, Project Succeed, Wesley Academy, and The Parkway Career and Technology Center's Alternative Education Center (ACE). The overwhelming majority of the students responded well to the additional structure, support, and supervision found in these programs.

Student Assistance Program

The Moon Assistance Program for Students (MAPS), a component of the Moon Area School District educational program, includes professional staff and administrators trained to recognize and assist students who exhibit a wide variety of behaviors which interfere with academic performance and social, emotional, and physical development. The primary focus of the program is to assess students whose behavior raises concern and to develop a plan for intervention and referral. The Moon Assistance Program for Students, in cooperation with the family, professional

staff, and other appropriate community agencies, will enable students to better develop their social responsibilities and academic potential. Students who are troubled by problems which interfere with their educational performance as well as their physical, mental, social, and emotional development need help. When students are troubled so are teachers, counselors, administrators, and other school staff. The Moon Assistance Program for Students (MAPS) in the Moon Area School District is designed to respond to that need in a systematic, professional, and realistic manner. This support program will:

1. Improve the quality of education in our schools by providing assistance to students troubled by physical, social, emotional, or chemical use problems.
2. Focus on educational concerns resulting from inappropriate behavior rather than attempting to resolve major social problems.
3. Enlist the support and involvement of district staff, parents, and/or guardians.
4. Utilize existing school staff and community resources.

The Core Team, together with the school administration, will be responsible for implementing the goals that have been determined for the program. Close cooperation and communication among Core Team members is essential for effective implementation. Specifically, the Core Team will:

1. Receive referrals from:

- a. School personnel
- b. Parent/guardian
- c. Self-referral
- d. Discipline policy
- e. Drug and alcohol policy

2. Solicit information via:

- a. Student behavioral forms
- b. Parental contact and notification (interview preferred)
- c. Student interview
- d. Student assessment questionnaires (use is optional)
- e. Student background counselor, principals, attendance officer,

nurse

3. Assess information:

- a. Why was the referral initiated?
- b. To what extent are these problems observed?
- c. Is it appropriate to handle this problem through the Moon Assistance Program for Students?
- d. If not appropriate, direction will be given to the referring party.

4. Develop a plan of action:

- a. What is the recommendation of the Core Team?
- b. What are the alternatives for drug related problems and non-drug related problems?
- c. What resources are available in the school and community?

5. Conduct a meeting with the parents (student inclusion optional):
 - a. Presentation of the inappropriate behavior and learning problems resulting from this behavior
 - b. Presentation of the plan of action

6. Monitor the plan of action:
 - a. Solicit information from all resources
 - b. Solicit information from teachers on the student's progress. Information will be required in writing from teachers two (2) weeks after recommendation or two (2) weeks after student returns to school
 - c. Evaluate the effectiveness of the plan of action

7. Provide follow-up information to those involved

Definitions:

Aftercare - A re-entry support system for students who have completed an outside treatment program.

Confidentiality - An assurance that confidential information will be maintained in the best interest of the student.

Contract - A written or oral agreement between students and school personnel intended to help improve student performance.

Core Team - A multidisciplinary team of school professionals trained to recognize behavior which could inhibit a student's educational, social, and emotional growth.

Educational Group - A group of students exhibiting behavior not requiring outside referral, monitored by a professional facilitator.

Confidentiality:

Maintaining assurance that a student's privacy is protected shall be the responsibility of all staff involved in the Moon Assistance Program for Students (MAPS). The Student Records Policy is based on the Pupil Records Policy Reviewer Checklist, Pennsylvania Department of Education Guidelines. The prime purpose for keeping student records is to help the student succeed in school. Student records are also maintained to supply such information as may be required by law. These written guidelines will be interpreted and administered with professional judgment to assure that these purposes remain foremost in the application of these guidelines. Information will be shared only for the benefit of the student under these controlled conditions. Pupils and parents can expect that the actions of the professional staff will reflect concern for the individual's welfare and right to privacy.

Communication

Action Plan

Strategic Planning Process

Due to administrative changes during the academic year 2007-08, the Pennsylvania Department of Education granted an extension to Moon Area School District to complete the strategic plan before March 30, 2008. The school district contracted with consultants from Intermediate Unit #3 to facilitate the initial sessions of the steering committee in order to streamline the strategic planning process in a compressed format. The Moon Area School District Steering Committee, comprised of representative stakeholders, met during the dates that follow initially to analyze and discuss the ideas supporting Gary Marx's text Sixteen Trends: Their Profound Impact on our Future in order to develop a common vision of expectation for the students of the school district and their futures.

In-house sessions in preparation for the steering committee sessions: September 12, 2007 (Dr. Milanovich and administration team representatives); October 4, 2007 (with Pat DiRenzo, AIU; and Kevin Conner, AIU); December 11, 2007; and December 17th, 2007

Perceptual Surveys were administered to Moon Area School District parents, high school students, middle school students, elementary students, and staff. A contextual survey was completed by the Moon Area School District administrative team. A technology needs assessment was conducted as well. All of the above data was combined with AYP results, PSSA data results, and demographic data to determine root cause for interventions that will lead to district improvement.

Steering committee sessions: November 17, 2008; November 20, 2008

Subsequent to the steering committee sessions, four action teams were developed to address the four questions created by the steering committee and based on the collaboration and research conducted by the participating stakeholders. These four questions were transformed into district goals. The consultants facilitated the December steering committee session where each of the goals were assessed by prioritizing needs supporting each goal. The action teams utilized the results of prioritization of these needs and designed strategies to support each action team's assigned goal. Action plans were developed based on this process.

The following is an accounting of the four action team planning sessions based on goal:

GOAL 1: 100% of Moon Area School District students will be proficient in Reading and Mathematics as measured by the PSSA results or will demonstrate at least one year standard measure of growth as determined by PVAAS (Pennsylvania Value Added Assessment System) by 2013.

Team Leaders: Mr. Michael Haslett; Mr. James McElroy

Scheduled Sessions: January 8, 2008; January 15, 2008; January 24, 2008

GOAL 2: 100% of Moon Area School District students, teachers, and administrators will demonstrate technological literacy as determined by the ISTE National Educational Technology Standards by 2013.

Team Leaders: Mr. Dan Vogel; Mr. Scott Seltzer

Scheduled Sessions: January 9, 2008; January 16, 2008

GOAL 3: 100% of Moon Area School District curricula will reflect expanded educational opportunities, incorporate 21st century skills, and increase academic rigor as evaluated by an

annual curriculum review through 2013.

Team Leaders: Mr. Ron Zangaro; Mr. Michael Hauser

Scheduled Sessions: January 7, 2008; January 16, 2008; January 23, 2008

GOAL 4: 100% of Moon Area School District students will be enrolled in classrooms that implement researched-based instructional practices as evidenced by completed, standards-based curriculum maps and teacher observations by 2013.

Team Leaders: Mr. Jeffrey Zollars; Ms. Lynette Conti Dinello

Scheduled Sessions: January 9, 2008; January 10, 2008

Moon Area School District student representatives from the Moon Area High School Student Council met with the administrative team to review the plans in the strategic plan, to provide suggestions for each of the plans from a student perspective, and to provide suggestions for activities that would support the existing strategies and goals.

The steering committee re-convened February 6, 2008 to review the strategic plan draft in preparation for review by the Moon Area School Board of Directors from February 11-25, 2008. Targeted approval date for the Moon Area School District Strategic Plan by the local Board of Directors is March 25, 2008.

The plan will be on display through March 30, 2008 and will be electronically submitted to the Pennsylvania Department of Education at that time for approval.

Strategic Planning Committee

Name	Affiliation	Membership Category	Appointed By
Audrey Babyok	Moon Area School District	Parent	Moon Area School District Board of Education
Carol Dolence	Moon Area School District	Elementary School Teacher	Teacher Association Representatives
Dr. Donna Milanovich	Moon Area School District	Administrator	Moon Area School District Board of Education
Ellen Bufalini	Moon Area School District	Parent	Moon Area School District Board of Education
Gene Casasanta	Moon Area School District	Business Representative	Moon Area School District Board of Education
Joanne Canan	Moon Area School District	Regular Education Teacher	Teacher Association Representatives
Kyle Burgess	Moon Area School District	Middle School Teacher	Dr. Donna Milanovich, Superintendent
Lynette Conti Dinello	Moon Area School District	Administrator	Administrators
Nancy Augustine	Moon Area School District	Parent	Moon Area School District Board of Education
Nicholas Barthen	Moon Area School District	Secondary School Teacher	Teacher Association Representatives
Ronald Zangaro	Moon Area School District	Administrator	Administrators

Assurance for the Collection, Maintenance, and Dissemination of Student Records

By checking each of the boxes below, the local education agency assures compliance with the requirements of 22 PA Code Chapter 12 and with the policies and procedures of Pennsylvania Department of Education (PDE). PDE will specify, in writing, policies and procedures to be followed. Requests for any deviations from these regulations, policies, and procedures must be made in writing to PDE (electronic mail may be directed to ra-chapter12@state.pa.us).

The Local Education Agency (LEA) assures the following:

- The LEA has a local plan, including policies and procedures, in place for the collection, maintenance, and dissemination of student records in compliance with §12.31(a) and §12.32
- The plan shall be maintained in compliance with §12.31(b) and made available to PDE in compliance with §12.31(c)

Assurance for the Operation of Student Services and Programs

By checking each of the boxes below, the local education agency assures compliance with the requirements of 22 PA Code Chapter 12 and with the policies and procedures of Pennsylvania Department of Education (PDE). PDE will specify, in writing, policies and procedures to be followed. Requests for any deviations from these regulations, policies, and procedures must be made in writing to PDE (electronic mail may be directed to ra-chapter12@state.pa.us).

The Local Education Agency (LEA) assures that there are local policies and procedures in place that address:

- Free Education and Attendance (in compliance with §12.1)
- School Rules (in compliance with §12.3)
- Discrimination (in compliance with §12.4)
- Corporal Punishment (in compliance with §12.5)
- Exclusion from School, Classes, Hearings (in compliance with §12.6, §12.7, §12.8)
- Freedom of Expression (in compliance with §12.9)
- Flag Salute and Pledge of Allegiance (in compliance with §12.10)
- Hair and Dress (in compliance with §12.11)
- Confidential Communications (in compliance with §12.12)
- Searches (in compliance with §12.14)
- Emergency Care and Administration of Medication and Treatment (in compliance with 35 P.S. §§ 780-101 - 780-144)

The LEA acknowledges that the above policies shall be maintained locally and be made available to the public upon request. The policies are not to be submitted to the Commonwealth except upon specific request by PDE.

In addition, the LEA assures the following:

- ☑ The Student Services Report complies with §12.41(b), §12.41(c), and §12.42 (consistent with the Early Intervention Services System Act (11 P.S. §§875-101 - 875-503))
- ☑ Consistent with §445 of the General Education Provisions Act (20 U.S.C.A. §1232h), parents or guardians are informed regarding individual survey student assessments and provided a process for refusal to participate (in compliance with §12.41(d))
- ☑ Persons delivering student services shall be specifically licensed or certified as required by statute or regulation (in compliance with §12.41(e))

Supporting Documents - Attachment

-