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**STATE COLLEGE  
Area School District**

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**IV-D**

**LEARNING ENRICHMENT/GIFTED SUPPORT PROGRAM AND STUDENT SERVICES**

154 WEST NITTANY AVENUE • STATE COLLEGE, PENNSYLVANIA • 16801-4899

TELEPHONE: 814-231-1054 • FAX: 814-231-4103

To: Dr. Robert O'Donnell

From: Jeanne Knouse

Date: November 21, 2013

Re: Policy Removal and Adoption

The second reading of the following policy will be presented at the November 25, 2013 State College Area School District School Board meeting for action:

- Policy 819 – Being Removed
- Policy 805 – All Hazards Plan

STATE COLLEGE  
AREA  
SCHOOL DISTRICT

SECTION: OPERATIONS

TITLE: MANAGEMENT OF  
TRAUMATIC EVENTS

ADOPTED: March 22, 1999

REVISED: August 10, 2009

	<b>819. MANAGEMENT OF TRAUMATIC EVENTS</b>
1.Purpose	To provide a systematic approach to dealing with traumatic or potentially traumatic events through a district plan that describes the procedures and guidelines to follow while permitting discretion to allow for unique and unplanned circumstances.
2.Guidelines	<p><u>Procedural Guidelines</u></p> <p>Procedural guidelines to implement this policy are documented in the Emergency Operations Plan, which will be updated on a regular basis to reflect the ever changing body of knowledge and legislation regarding the management of traumatic events.</p> <p>A copy of this policy, and Annex J of the Emergency Operations Plan will be kept in the front section of each school site's Traumatic Events Handbook.</p>

STATE COLLEGE  
AREA  
SCHOOL DISTRICT

SECTION: OPERATIONS  
TITLE: ALL HAZARDS PLAN  
ADOPTED:  
REVISED:

805. ALL HAZARDS PLAN	
1. Purpose	<p>The State College Area School District recognizes its responsibility to safeguard the health and welfare of district students and employees and acknowledges the necessity of developing an All Hazards Plan in the event that despite prevention efforts, a crisis should occur. Any disruptive event that threatens safety and security will be considered a crisis. Crisis situations that could impact the school district may or may not occur on school property and include but are not limited to natural disasters, severe weather, fires, chemical or hazardous material spills, bus crashes, school shootings, bomb threats, medical emergencies, pandemics, student or staff deaths (intentional, unintentional or natural), and acts of terror or war.</p>
2. Authority 35 Pa. C.S.A. Sec. 7701	<p>The District, in cooperation with the local Emergency Management Agency, local law enforcement, and other emergency responders will, develop and implement a comprehensive All Hazards Plan, consistent with the guidelines developed by the Pennsylvania Emergency Management Agency and other applicable state requirements.</p> <p>The District will also utilize the resources of and comply with the requirements of the Pennsylvania Department of Health and the Pennsylvania Department of Education.</p>
SC 1517, 1518 35 Pa. C.S.A. Sec. 7701	<p>The Board shall ensure that emergency and evacuation drills are conducted at intervals required by state law.</p>
3. Guidelines	<p>To take reasonable steps to ensure student and staff safety, to reduce the disruptive effects of a crisis and to minimize property damage, the District has directed the Superintendent or designee to convene a District Traumatic Events Committee to develop the All Hazards Plan. The District Traumatic Events Committee will consist of teachers, administrators, counselors and school psychologists. Development of the All Hazards Plan will involve local emergency agencies, staff members, and other appropriate persons. The plan will include:</p>

<p>35 Pa. C.S.A. Sec. 7701</p>	<ol style="list-style-type: none"><li>1. Procedures for taking action in the event of a crisis to ensure the highest possible level of safety and security while minimizing confusion and error.</li><li>2. Procedures for timely and effective communication with local law enforcement agencies, community emergency services, parents/guardians, students, and the community in the event of a crisis.</li><li>3. A plan for All Hazards Training of all staff.</li><li>4. Designation of specific management and reporting responsibilities of each staff member during a crisis.</li><li>5. An outline of aftermath services for staff and students affected by trauma.</li><li>6. A crisis intervention checklist to be widely distributed to employees and other appropriate persons for use in the event of a crisis.</li></ol> <p>The Superintendent or designee will work with the District Traumatic Events Committee members in developing the All Hazards Plan and will be responsible for reviewing the plan at regular intervals and amending it as needed. A copy of the plan will be provided to the county Emergency Management Agency and appropriate details will be communicated to students, parents/guardians, relevant stakeholders, and the community.</p> <p>The Emergency Operations Hierarchy will consist of the following teams and members, who will report to the Superintendent or designee on the progress of its work in implementing the All Hazards Plan:</p> <ol style="list-style-type: none"><li>1. Management Team:<ol style="list-style-type: none"><li>a. Superintendent</li><li>b. Assistant Superintendent</li><li>c. Business Manager</li><li>d. Human Resources Director</li><li>e. Instructional Technologies Director</li><li>f. Director of Facilities</li></ol></li></ol>
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	<ul style="list-style-type: none"><li>g. Director of Student Services</li><li>h. Public Relations Director</li><li>i. Transportation Director</li><li>j. Food Services Director</li></ul> <p>2. District Leadership Team:</p> <ul style="list-style-type: none"><li>a. Public Relations Coordinator</li><li>b. Director of Facilities</li><li>c. Elementary Principal</li><li>d. Middle School Principal</li><li>e. High School Principal</li><li>f. K-12 Counselors</li><li>g. School Psychologist</li><li>h. Secretary</li><li>i. Certified School Nurse</li><li>j. Elementary Teacher</li><li>k. Secondary Teacher</li><li>l. Community Member(s)</li></ul> <p>3. Emergency Operations Team (Building Level)</p> <ul style="list-style-type: none"><li>a. Building Administrator</li><li>b. Counselor</li><li>c. Nurse</li><li>d. Custodian</li></ul>
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<p>35 Pa. C.S.A. Sec. 7701</p>	<p>e. Teacher</p> <p>f. Secretary</p> <p>g. Paraprofessional</p> <p><u>Continuity Of Student Learning/Core Operations</u></p> <p>In the event of an emergency, local, county, or state officials may require that schools be closed to serve as mass-care facilities or to mitigate the spread of infection or illness. Local, county, or state officials may also utilize district-owned buses and other transportation vehicles.</p> <p>The District will make provisions in the All Hazards Plan for the continuity of student learning during school closings or excessive absences. Such alternatives may include:</p> <ol style="list-style-type: none"> <li>1. Web-based district instruction.</li> <li>2. Telephone trees.</li> <li>3. Mailed lessons and assignments.</li> <li>4. Instruction via local television or radio stations.</li> </ol> <p>The continuity of core operations such as payroll and ongoing communication with students and parents/guardians will be an essential part of the All Hazards Plan.</p> <p><u>Required Drills</u></p> <p>At least annually, all District schools will conduct a disaster response or All Hazards Plan drill as defined in the All Hazards Plan document.</p> <p>Fire drills will be conducted at least once a month during the school year.</p> <p>Bus evacuation drills will be conducted twice a year, in accordance with law.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 1517, 1518</p>
<p>35 Pa. C.S.A. Sec. 7701</p>	<p>At least annually, all District schools will conduct a disaster response or All Hazards Plan drill as defined in the All Hazards Plan document.</p>
<p>SC 1517, 1518</p>	<p>Fire drills will be conducted at least once a month during the school year.</p>
<p>SC 1517</p>	<p>Bus evacuation drills will be conducted twice a year, in accordance with law.</p>

	Disaster Prevention – 35 Pa. C.S.A. Sec. 7701 Board Policy – 810
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**STATE COLLEGE AREA SCHOOL DISTRICT  
ADMINISTRATIVE OFFICES**

131 WEST NITTANY AVENUE • STATE COLLEGE PENNSYLVANIA • 16801-4899  
TELEPHONE: 814-231-1016 • FAX: 814-231-4130

To: Robert O'Donnell  
From: Mike Hardy/Jacque Martin  
Date: November 21, 2013  
Re: Policy 217 – Graduation Requirements

Attached is the State College Area School District's Revised Policy 217 – Graduation Requirements for your approval. These revisions are in response to the Pennsylvania Department of Education (PDE) Chapter 4 compliance. We will be present Monday night to respond to any questions you may have.

Thank you.



STATE COLLEGE  
 AREA  
 SCHOOL DISTRICT

SECTION: PUPILS  
 TITLE: GRADUATION REQUIREMENTS  
 ADOPTED: JANUARY 13, 2003  
 REVISED:

217. GRADUATION REQUIREMENTS	
<p>1. Purpose            SC 1613</p>	<p>It shall be the policy of the Board to acknowledge each student's successful completion of the instructional program appropriate to the student's interests and needs by the award of a diploma <b>or certificate of attendance</b> at fitting graduation ceremonies and to recognize publicly the top ranking students in each graduating class.</p>
<p>2. Authority            SC 1611,            1613            Title 22            Sec. 4.13,            4.24</p>	<p>The Board shall award a regular high school diploma, <b>a certificate of attendance</b> and appropriate recognition of top ranking student to every student enrolled in this school district who meets the respective requirements established by the Board.</p> <p>Requirements for graduation established by the Board include each of the following options:</p> <ol style="list-style-type: none"> <li>1. Completion of instructional program <b>with a minimum of 22.5 credits.</b></li> <li>2. Completion of <b>a culminating project.</b></li> <li>3. <b>Proficiency on assessments as required by the Commonwealth of Pennsylvania.</b></li> </ol>
<p>SC 1611</p>	<ol style="list-style-type: none"> <li>4. Request for a WWII veteran's diploma according to the guidelines of Act 73 of 2001.</li> </ol> <p><b>The district recognizes that some students with disabilities may not fully meet district outcomes. Therefore, an Individualized Education Program which will identify the accommodations, modifications, and/or new outcomes will be used to certify graduation. Students who successfully meet Individualized Education Program standards will be eligible for a diploma.</b></p> <p>Requirements for a certificate of attendance which denotes completion of class work at the high school shall be the completion of tasks as defined by the high school principal.</p>

<p>3. Delegation of Responsibility</p>	<p>The Superintendent or designee will establish procedures to implement this policy.</p>
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