

Back 2 School



A Reference Publication for Parents in the Northern Bedford County School District 2024-2025 School Year

Introduction

This **Back 2 School** newsletter is posted on our website for every parent who has a child in grades pre-school through grade 12. It contains important information that parents should know and refer to throughout the year. If you are not able to answer your questions with the contents of this publication, please do not hesitate to contact the school. We hope you find this document beneficial throughout the school year. Good home and school communication is vital to the success of the educational process.

The district and school websites are a valuable resource that provides announcements and relevant information for all students, parents and community members. The website is updated frequently with new information involving upcoming events, announcements, news articles, photos and videos of recent events as well as classroom information.

Throughout the school year the district will apply for funds that will provide enhancement opportunities for students. Grant monies support the funding of special reading projects, books, computers, equipment, and tutors as well as equipment for our technical classes. Many times when we apply for these funds we are asked to provide data based on the percentage of children receiving free or reduced lunch. Generally, the higher the percentage, the greater the funding.

You can apply online to see if your family unit qualifies for free and reduced meal benefits. You are encouraged to apply. All information contained in the application is kept confidential.

Students, parents, and all visitors are reminded to drive safely on the school campus. If you are going to the middle/high school you will turn left and travel around the perimeter of the high school to your destination. Those that are going directly to the elementary school will travel straight upon entering the campus, stopping at the painted line, and proceeding right when it is clear to do so. **The speed limit should not exceed 10 mph.**

With the additional parking added to the front of the school, all visitors to the district office or high school shall utilize these parking spaces. The area in front of the high school building is reserved for busses. **When picking up students from school at dismissal, do not pass school busses and use extreme caution.**

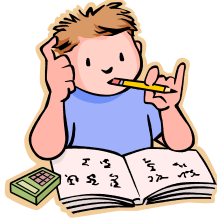
Please consider the safety of our children. No child should become injured due to unsafe driving.

Improving student academic achievement is up to us all: parents and guardians, children, and the entire school staff. There's a lot you can do to help your child get off to a great start this school year—and to continue your child on the path of school success. Remember, you are your child's first and most important teacher.



Calling the School

Parents are encouraged to call the school when you have a question or concern. When you call the school, please be sure to listen to the prompts. You will be able to dial directly if you know your party's four digit extension; 1 for the High School Office, 2 for the Middle Office, 3 for the Elementary Office, and 5 for the District Office. If you do not know your party's four digit extension number a directory look up is available by pressing (*) key on your telephone. By staying on the line, you will be connected to the first available attendant who can transfer your call.



An anonymous call rejection feature has been added to the phone system for the safety of the students and staff. If you have "Private" or blocked calls added to your phone setup in your homes, you will need to enter the feature noted in the front of your phonebook prior to calling the school to enable your call to be accepted by the school's phone system. This code enablement is different depending on your exchange.

Delays and cancellations are posted to the district website www.nbcsd.org, the district facebook page.

Voice mail is available for teachers and staff district wide. The teacher voice mail will be 4 + their classroom number.

Also, if you are in the 928 or 652 exchange lines, the 800 number for the school district is 800-303-7125. If you are in the 928 or 652 exchange areas, please use this number to contact the school. This number will only work when calling from those exchanges.

A brief listing of the administrative extensions are listed below for your convenience:

High School

Switchboard	4740
Jeffrey Batzel, Athletic Director	4752
Lindsay Cherry, Special Education Supvr.	4718
Cathy Cottle, Special Education Secretary	4736
Emily Swanseen HS Guidance	4754
Tina Detterline, HS Principal's Secretary	4738
Shawn Cerully, High School Principal	4740
Starla Snyder, RN, School Nurse	4716

Middle School

Angie Zimmerman, MS Principal's Secretary	4760
Kendra Pritchett, Middle School Principal	4760
Alexa Patton, MS Guidance	4734

Elementary School

Lisa Hann, Principal's Secretary	4780
Trevor Repogle, Elementary Principal	4780
Starla Snyder/ School Nurse	4786

Superintendent/Business Office

Todd Beatty, Superintendent	4702
Teri Biddle, Business Manager	4706
Kelly Hrivnak, Food Service Secretary	4789
Stacy Pressel, Director of HR, Transportation and Data Management	4702
Jennie Miller, Food Service Supervisor	4714
Tina Snowberger, Assistant Business Manager	4710
Jared Mellott, Maintenance Supervisor	4726
Larry Williams, Technology Coordinator	4720

School Closings and Delayed Starts

In the event of school closings or delays due to inclement weather or other unforeseen circumstances, notification will be made via the following: automated phone messaging system, school website, school Facebook page, radio and television stations. A delayed start also results in cancellation of breakfast at school.



WBFD 1310/WAYC 100.9/WBVE 107.5. . .
 Bedford
 WSKE 104.3/WZSK 1040. Everett
 WALY 103.9/WFBG 1290/WFGY 98.1/
 WRKY 104.9/WWOT 100.1/WWAM 1430. .
 Altoona
 WJAC-TV6. Johnstown
 WTAJ-TV10. Altoona

Parents and students are asked not to call the radio and television stations. This information will be given to the media as soon as possible after a decision is made. The radio and television stations guarantee that this information will be broadcast as quickly as possible. Late starts and cancellations will also be posted on the school website.

Student Accident Insurance

The school district does not carry medical insurance on students. The school as an agency of the State is not responsible or legally liable for payment of claims due to injuries sustained by students on or off campus for any school activity including athletics or band.

If students are participating in athletics, a student insurance verification form must be submitted along with PIAA physical forms. Senior high band members are only required to submit the insurance verification form.

To provide a minimum of protection, school time or 24-hour student accident coverage is available through a local agency.

The premium will **not** be pro-rated if you later elect coverage for part of the year. The student accident coverage cannot be used in place of personal insurance for students to participate in athletics or band.

Information describing optional student insurance available through Alive Risk is available on the school website under district. The premium is \$29 for school time coverage or \$103 for twenty-four hour coverage. Dental coverage can be added with either plan at a premium of \$8.50. There is a link on the document for enrollment.

The school district does not necessarily endorse this plan, but has determined that it offers certain advantages over similar plans.

You are encouraged to read carefully the online insurance document located on the school website www.nbcsd.org, for a complete description of the plans and coverages. If you have any questions, please call Alive Risk at (215) 946-8888.

Complete the application and return it with a check or money order with the correct premium. **Checks should be made payable to Alive Risk**, and mailed with the application to A&H Lockbox, PO Box 45731, Baltimore, MD 21297. Parents enrolling more than one child must use a **separate application** for each child and enclose a **separate check or money order** for each child. **Do not send cash.** Your canceled check(s) or money order(s) is your receipt. **DO NOT RETURN THE APPLICATION OR PAYMENT TO YOUR STUDENT'S SCHOOL!**

Children's Health Insurance Program

CHIP provides quality, comprehensive health insurance (doctor visits, dental, prescriptions, vision care) for children of working and transitional families who otherwise could not afford it. No family makes too much for CHIP because there are no income limits. For many families, CHIP is free - others low cost.

For more information on CHIP visit www.CHIPcoversPAkids.com or call 1-800-986-KIDS.



		Northern Bedford County School District		
		2024/2025 School Calendar		
Month	Day	Descrip- tion	Student Days	Faculty Days
August	19	In-Service Day for Teachers (Act 48)	9	10
	20	In-Service Day for Teachers (Act 80)		
	21	First Day for Students		
September	2	No School (Labor Day)	20	20
October	14	No School (Columbus Day)	21	22
	28	No School (Teacher In-Service Day Act 48)		
November	11	No School (Veteran's Day)	17	18
	26	Two Hour Early Dismissal (PM-Parent/Teacher Conferences)		
	27	No School (AM-Parent/Teacher Conferences)		
	28,29	No School (Thanksgiving)		
December	2	No School (Buck Season)	14	14
	20	Two-Hour Early Dismissal		
	23-31	No School (Christmas Break)		
January	1	No School (New Year's Day)	22	22
	20	No School (MLK Day) (Teacher In-Service Day Act 80)		
	24	No School (Teacher In-Service Day Act 80)		
February	14	No School (Make-Up Day #1)	18	18
	17	No School (President's Day) (Make-Up Day #3)		
March	20	No School (Make-Up Day #2)	19	19
	21	No School (Make-Up Day #4)		
April	18	No School (Good Friday)	20	20
	21	No School (Easter Monday)		
	25	Two-Hour Early Dismissal (NBCAA Invitational Track Meet)		
May	14	Two-Hour Early Dismissal (District Track Meet)	20	21
	26	No School (Memorial Day)		
	29	Last Day for Students (Two-Hour Early Dismissal) Graduation		
	30	In-Service Day for Teachers (Act 48)		
Total Days			180	184



Annual Public Notice of Special Education Services and Programs Services for Gifted Students and Services for Protected Handicapped Students

It is the responsibility of the Pennsylvania Department of Education to ensure that all children with disabilities residing in the Commonwealth, including children with disabilities attending private schools, regardless of the severity of their disabilities, and who are in need of special education and related services, are identified, located, and evaluated. This responsibility is required by a federal law called the Individuals with Disabilities Education Act Amendments of 2004 (IDEA '04).

The IDEA '04 requires each state educational agency to publish a notice to parents, in newspapers or other media, before any major identification, location, or evaluation activity. The IDEA '04 requires this notice to contain certain information. Another federal law, the Family Educational Rights and Privacy Act of 1974 (FERPA), which protects confidentiality, requires educational agencies to notify parents annually of the confidentiality rights (FERPA regulations have been amended 9 times). Pennsylvania special education regulations require each school district to fulfill the IDEA '04 notice requirement by providing an annual public notice. To comply with the above requirements, following is the annual public notice for the school districts in the accompanying list.

The school districts in the accompanying list are required by the IDEA 04 to provide a free appropriate public education to children with disabilities who need special education and related services. (Note: the duty to identify, locate, evaluate and provide special education services to school-age individuals incarcerated in local correction institutions rests with the school district within whose boundaries such an institution is located.) School age children who need special education and related services are identified as children with disabilities. These students have been identified as being in need of specially designed instruction and have one or more of the following physical or mental disabilities:

- *Autism
- *Emotional Disturbance
- *Deafness
- *Hearing Impairment
- *Specific Learning Disability
- *Intellectual Disability
- *Multiple Disabilities
- *Other Health Impairment
- *Orthopedic Impairment due to chronic or acute health problems
- *Speech and language impairment
- *Visual impairment including blindness

- *Deaf-blindness
- *Traumatic Brain Injury
- *Developmental Delay

Early Intervention

The IDEA 04 requires the provision of a free appropriate public education to children with disabilities between 3 years of age and the school district's age of beginners. In Pennsylvania, a child between 3 years of age and the school district's age of beginners who has a developmental delay or one or more of the physical or mental disabilities listed above may be identified as an "eligible young child."

Eligible young children are afforded the rights of school age children with disabilities, including screening, evaluation, individualized education program planning, and provision of appropriate programs and services.

Potential signs of developmental delay and other risk factors that could indicate disabilities and the possibility that a child is an eligible young child could include: **By the age of 3:** not saying many words; not using 2 or 3 word phrases and sentences; not walking; awkward gait (walking); drooling; not able to answer who or what questions; not using utensil to feed self; **By the age of 4 (all of the above included):** not toilet trained; difficulty with directional words (in, on, under, out); not playing with other children; not able to draw a circle, cross or imitate a vertical line; not able to understand the child's speech most of the time; difficulty following simple two-step directions (pick up the paper and put it in the garbage); **By the age of 5 (all of the above included):** unable to answer where questions; unable to recall details from a story; not drawing a person with at least 6 parts; immature speech patterns (me instead of I); not able to hop forward with one foot without support; **Other warning signs-at any age:** Little or no eye contact; over/under sensitivities to pain, light, noise; hand flapping; no awareness of space-always bumping into other people or things; awkward hand or foot positioning; won't touch or eat certain textures; child no longer can do things he/she used to do; developed normally, then stopped; echoes what is said; plays with toys inappropriately (watches wheels spin on the car but doesn't play with the car).

The Pennsylvania Department of Education is responsible for providing programs and services to eligible young children under Act 212 of 1990, the Early Intervention Services System Act. The Intermediate Unit 8 provides programs and services to eligible young children on behalf of the Pennsylvania Department of Education. For more information, contact the IU8 Preschool Office at (800) 228-7900.



Screening

Intermediate Unit 8 and each school district in Bedford, Blair, Cambria and Somerset counties has established and implemented procedures to locate, identify, and evaluate students and young children suspected of being exceptional. These procedures include screening activities which include but are not limited to: review of group based data (cumulative records, enrollment records, health records, and report cards); hearing screening (at a minimum of kindergarten, special ungraded classes, first, second, third, seventh, and eleventh grades); vision screening (every grade level); motor screening; and speech and language screening. In schools which have a Pre-Referral, Child-Study, Early Intervening or Instructional Support Team, the above screening activities may lead to consideration by the teams to move the next level of screening activities.

Intermediate Unit 8 and each school district has an established annual schedule to conduct screening activities. The screenings are conducted at specific times during the school year in designated school buildings and community sites. Screening may also be conducted in the students home school unless other arrangements are necessary. **Parents, guardians or surrogate parents may contact their local school district or Intermediate Unit 8 contact person if they wish to learn more, have questions, believe their child may need to be identified or to obtain specific information about the times and locations of screening activities.** The contact person for each school district and their phone number is listed at the end of this notice.

Except as indicated above or otherwise announced publicly, screening activities take place in an ongoing fashion throughout the school year. Each educational agency has a system for annually evaluating the effectiveness of its screening process.

Evaluation

When screening indicates that a student may be a child with a disability, the school district will seek parental consent to conduct an evaluation. Evaluation means procedures used in the determination of whether a child has a disability and the nature and extent of the special education and related services that the child needs. The term means procedures used selectively with an individual child and do not mean basic tests administered to or procedures used with all children.

This evaluation is conducted by a multidisciplinary team (MDT) that includes the parent and a group of qualified professionals. The process must

be conducted in accordance with specific timelines and must include protection in evaluation procedures. For example, tests and procedures used as part of the evaluation may not be racially or culturally biased.

The evaluation process results in a written evaluation report. This report specifies a student's eligibility for special education based on the presence of a disability and the need for specially designed instruction. The evaluation report also makes recommendations for educational programming. Once parental consent for evaluation is obtained, the school district has timelines and procedures specified by law which it must follow.

Parents who think their child is exceptional may request that the school district conduct an evaluation. This request should be made in writing to the contact person in the accompanying listing. If a parent makes an oral request for an evaluation, the school district shall provide the parent with a form for that purpose. Pre-Referral, Child-Study, Early Intervening, or Instructional Support Team activities do not serve as a bar to the right of a parent to request, (at any time, including prior to or during the conduct of instructional support activities, an evaluation.)

Parents also have the right to obtain an independent educational evaluation. The school district must provide to parents, on request, information about where an independent educational evaluation may be obtained. Under certain circumstances, such an independent educational evaluation may be obtained at public expense.

Educational Placement

The IEP team develops a written education plan called an Individualized Education Plan (IEP). The IEP is based on the results of the evaluation. Required members include at least one regular education teacher of the child (if the child is, or may be, participating in the regular education environment), at least one special education teacher, or where appropriate, at least one special education provider, a local educational agency, the child, whenever appropriate, or beginning at age 16. Parents may agree, in writing, to excuse a team member or members.

An IEP describes a student's current educational levels, goals, objectives (when required), and the individualized programs and services that the student will receive. IEPs are reviewed on an annual basis. The IEP team will make decisions about the type of services, the level of intervention, and the location of intervention. Types of services include:

1. Autistic Support
2. Blind and Visually Impaired Support
3. Deaf and Hard of Hearing Support
4. Emotional Support



5. Learning Support
6. Life Skills Support
7. Multiple Disabilities Support
8. Physical Support
9. Speech and Language Support

Level of support options include:

- Itinerant Special Education supports and services provided by special education personnel for 20% or less of the school day.
- Supplemental Special Education supports and services provided by Special Education personnel for more than 20% but less than 80% of the school day.
- Full-time - Special Education supports and services provided by Special Education personnel for 80% or more of the school day.

Placement must be made in the least restrictive environment in which the student's needs can be met with special education and related services. All students with disabilities must be educated to the maximum extent appropriate with children who are not disabled.

Services for Protected Handicapped Students

Students who are not eligible to receive special education programs and services may qualify as protected handicapped students and therefore be protected by other federal and state laws intended to prevent discrimination. The school district must ensure that protected handicapped students have equal opportunity to participate in the school program and extracurricular activities to the maximum extent appropriate for each individual student. In compliance with state and federal law, the school district will provide to each protected handicapped student without discrimination or cost to the student or family, those related aids, services or accommodations needed to provide equal opportunity to participate in and obtain the benefits of the school program and extracurricular activities to the maximum extent appropriate to the student's abilities. In order to qualify as a protected handicapped student the child must be of school age with a physical or mental disability that substantially limits or prohibits participation in or access to an aspect of the school program.

These services and protections for "protected handicapped students may be distinct from those applicable to exceptional or thought to be exceptional students. The school district or the parent may initiate an evaluation if they believe a student is a protected handicapped student. For further information on the evaluation procedures and provision of services to protected handicapped students, parents should contact the Special Education Contact in the accompanying listing.

Confidentiality

Each school district protects the confidentiality of personally identifiable information in accordance with the Family Educational Rights and Privacy Act of 1974 (FERPA) and other applicable federal and state laws, policies, and regulations.

Education records means those records that are directly related to the student, including computer media and videotape, which are maintained by an educational agency or by a party acting for the agency. Educational agency, for purposes of this notice, means the local school district and/or the Intermediate Unit 8. For all students, the educational agency maintains education records that include but are not limited to:

- Personally identifiable and confidential information that includes, but is not limited to, the student's name, name of parents and other family members, the address of the student or student's family, and personal information or personal characteristics which would make the student's identity easily traceable.
- Directory information contained in an education record of a student which would not generally be considered harmful or an invasion of privacy if disclosed. It includes, but is **not limited** to, the student's name, address, telephone number, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, and the most recent previous educational agency or institution attended.

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age certain rights with respect to the student's education records. They are:

1. Parents have the right to inspect and review a child's education record. The school district will comply with a request to inspect and review education records without unnecessary delay and before any meeting regarding an IEP or any due process hearing, but in no case more than 45 days after the request has been made. Requests should be submitted in writing, indicating the records the parents wish to inspect, to the school principal or other appropriate school official. Parents have the right to a response from the school district to reasonable requests for explanations and interpretations of the records. Parents have the right to request copies of the records. While the district cannot charge a fee to search for or to retrieve information, it may charge a copying fee as long as it does not effectively prevent the parents from exercising their right to inspect and review the records. Parents have the right to appoint a representative to inspect and review their child's records. If any Education record contains



information on more than one child, parents have the right only to inspect and review the information relating to their child.

2. If parents think information in an education record is inaccurate, misleading, or violates the privacy or other rights of their child, they may request amendment of the record. Requests should be in writing and clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. The school district will decide whether or not to amend the record and will notify the parents in writing of its decision. If the school district refuses to amend a record, it will notify the parents of their right to a hearing to challenge the disputed information. Additional information regarding the hearing procedures will be provided to the parents or student when notified of the right to a hearing.
3. Destruction of information means physical destruction or removal of personal identifiers so the information is no longer personally identifiable.

Whenever information is no longer needed to provide educational services to a child or after a former student's 24th birthday, the information in their education record will be destroyed by the educational agency, if there is not a current request to inspect and review or a request for copies. However, a permanent record of a former student's name, telephone number, grades, achievement, attendance, classes attended, grade level completed, year completed, Evaluation/Re-evaluation Reports, last three (3) IEPs, and last Notice of Recommended Educational Placement will be maintained in an electronic form without time limitation.

Information no longer needed to provide educational services must be destroyed if requested by a parent. However, a permanent record of a student's name, address, phone number, grades, attendance, classes attended, grade level completed, year completed may be maintained in an electronic form without time limitation.

4. The school district will provide, upon request, a listing of the types and locations of education records maintained, the school officials responsible for these records, and the school personnel authorized to see personally identifiable information. Such personnel receive training and instruction regarding confidentiality. The school district keeps a record of parties obtaining access to education records, including the name of the party, the date access was given, and the purpose for which the party is authorized to use the records.

5. Parents have the right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. "Consent" means: the parent(s) have been fully informed regarding the activity requiring consent, in their native language or other mode of communication; they understand and agree in writing to the activity; and they understand that consent is voluntary and may be revoked at any time. Information may be disclosed without consent to school officials with legitimate educational interests. A school official is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); person or company with whom the District has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Directory information may be released without parent consent unless the parent has exercised their right to opt out of disclosure of directory information. Parents have the right to refuse to let an agency designate any or all of the above information as directory information.

Upon request, the District discloses education records (including disciplinary records) without consent to officials of another school district in which a student seeks or intends to enroll.

6. Parents have a right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA. Complaints may be filed with the Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, S.W., Washington, D.C. 20202-4605.
7. NDAA of 2002 also requires districts to give military recruiters the same access to secondary school students as provided to postsecondary institutions or to prospective employers; and provide students names, addresses, and telephone listings to military recruiters, when requested, unless a parent has opted out of providing such information.

Mode of Communication

The content of this notice has been written in straightforward, simple language. If a person does not understand any of this notice, he or she should contact the school district or Intermediate Unit 8 and request an explanation.



The school district will arrange for an interpreter for parents with limited English proficiency. If a parent is deaf or blind or has no written language, the school district will arrange for communication of this notice in the mode normally used by the parent (e.g., sign language, Braille, or oral communication).

Rights Under the Protection of Pupil Rights Amendment (PPRA)

PPRA affords parents certain rights regarding the conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to:

- *Consent* before students are required to submit to a survey that concerns one or more of the following protected areas (protected information survey) if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED):

1. Political affiliations or beliefs of the student or students parent;
2. Mental or psychological problems of the student or students family;
3. Sex behavior or attitudes;
4. Illegal, anti-social, self-incriminating, or demeaning behavior;
5. Critical appraisals of others with whom respondents have close family relationships;
6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
7. Religious practices, affiliations, or beliefs of the student or parents; or
8. Income other than as required by law to determine program eligibility.

- *Receive notice and an opportunity to opt a student out of:*

1. Any other protected information survey, regardless of funding;
2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
3. Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.

- *Inspect*, upon request and before administration or use:

1. Protected information surveys of students;

2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
3. Instructional material used as part of the educational curriculum.

These rights transfer from the parents to a student who is 18 years old or an emancipated minor under State law.

Districts will develop and adopt policies, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. Districts will directly notify parents of these policies at least annually at the start of each school year and after any substantive changes. Districts will also directly notify, such as through U.S. Mail or email, parents of students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parent to opt his or her child out of participation in the specific activity or survey. Districts will make this notification to parents at the beginning of the school year if the District has identified the specific or approximate dates of the activities or surveys at that time. For surveys and activities scheduled after the school year starts, parents will be provided reasonable notification of the planned activities and surveys listed below and be provided an opportunity to opt their child out of such activities and surveys. Parents will also be provided an opportunity to review any pertinent surveys. Following is a list of the specific activities and surveys covered under this requirement:

- Collection, disclosure, or use of personal information for marketing, sales or other distribution.
- Administration of any protected information survey not funded in whole or in part by ED.
- Any non-emergency, invasive physical examination or screening as described above.

A parent may file a written complaint alleging that the rights described in this notice were not provided:

Pennsylvania Department of Education
Bureau of Special Education
Division of Compliance
333 Market Street
Harrisburg, PA 17126-0333



Right to Request Teacher Qualifications

As a parent of a student in the Northern Bedford County School District, you have the right to know the professional qualifications of the classroom teachers who instruct your child. No Child Left Behind federal law allows you to ask for certain information about your child's classroom teachers, and requires us to give you this information in a timely manner if you ask for it.

If you would like to receive additional information about any teachers or paraprofessional aides who work with your child, please contact the superintendent at the following address:

Todd B. Beatty, Superintendent
Northern Bedford County School District
152 NBC Drive
Loysburg, PA 16659
Phone: (814) 766-2221 ext 4702
email: tbeatty@nbcasd.org

Notice of Homeless Education Programs

Federal guidelines, as set forth in the No Child Left Behind Act of 2001, require that local school entities identify children who are homeless. The federal mandate, and the intention of Northern Bedford County School District is to ensure that homeless children and youth have access to free appropriate public education on an equal basis with other children. Children who are homeless, including those living with others, may qualify for assistance with school lunch and breakfast, with school supplies/materials, with tutoring, and with transportation so that they can remain in their school of origin.

If you believe your child(ren) may qualify for this service, please contact the principal of your child(ren)'s school. You may also contact the superintendent at (814) 766-2221, ext. 4702.

Homeless children may be identified as living in the following situations:

- Public or private shelters;
- Public or private places not designated for/or ordinarily used as regular sleeping accommodations such as vehicles, parks, motels, campgrounds, etc.;
- Living with a parent in a domestic violence shelter;
- Individuals and/or families living with relatives or friends due to a lack of housing;
- Living in transitional housing programs;
- Runaway children (under age 18) and children who have been abandoned or forced out of the home by parents or other caretakers. They may be in temporary shelters awaiting assistance from social service agencies, or may live alone on the street or move from place to place among family members, friends or acquaintances. They also include such youth from 18 to 21 years of age who may still be eligible for educational services in regular or special education;
- Children of migrant families who lack adequate housing;
- Children abandoned in hospitals or awaiting foster care; or
- School-age, unwed mothers or expectant mothers living in houses for unwed mothers when they have no other available living accommodations.

If you have any questions about this provision of NCLB, please contact your school principal: Mr. Trevor Replogle, Elementary Principal; Mrs. Kendra Pritchett, Middle School Principal; or Mr. Shawn Cerully, Senior High School Principal.

School Board Meetings

The Northern Bedford County Board of School Directors meets the second Tuesday of each month in Room 136 of the Middle/Senior High School in Loysburg, PA. The committee of the whole begins at 6:00 pm and the voting meeting begins at 6:00 pm unless otherwise advertised.



School District Prohibits the Use of Tobacco

The Board recognizes that use of tobacco by students, staff, and all school visitors presents a health and safety hazard which can have serious consequences for both users and nonusers and the safety and environment of the schools.



The school district shall initiate prosecution of a student who violates the tobacco use policy.

Visitors in violation will be asked to refrain from tobacco use. If they do not respond positively, they will be required to leave the school property.

Searches

It is the policy of the Board that all lockers are and shall remain the property of the school district. As such, students shall have only a limited expectation of privacy in their lockers.

The Board reserves the right to authorize its employees to inspect a student's locker at any time.

The Board authorizes the administration to conduct random general searches of lockers when the district has a compelling interest in protecting and preserving the health, safety, or welfare of the school population.

The principal shall open a student's locker for inspection on the request of a law enforcement officer only on presentation of a duly authorized search warrant or on the intelligent and voluntary consent of the student.

School officials are authorized to search a student's personal possessions or motor vehicle parked on school property when there is reasonable suspicion that the student is violating law, Board policy, or school rules, or poses a threat to the health, safety, or welfare of the school population.

Students shall assume responsibility for maintaining the security of their lockers.

Controlled Substances/Paraphernalia

The abuse of controlled substances is a serious problem with legal, physical, and social implications for the whole school community. As an educational institution, the schools shall strive to prevent abuse of controlled substances.

Controlled substances shall include all controlled substances prohibited by federal and state law, look-alike drugs, alcoholic beverages, anabolic steroids, drug paraphernalia, any volatile solvents or inhalants, such as but not limited to glue and aerosol products, and prescription or patent drugs, except those for which permission for use in school has been granted pursuant to board policy.

The Board prohibits students from using, possessing, distributing, and being under the influence of any controlled substances during school hours, at any time while on school property, at any school-sponsored activity, and during the time spent traveling to and from school and school-sponsored activities.

This policy also applies to student conduct that occurs off school property and violates the Code of Student Conduct.

The Board may require participation in drug counseling, rehabilitation, testing, or other programs as a condition of reinstatement into the school's educational, extracurricular or athletic programs resulting from violations of this policy.

Reasonable Suspicion/Testing

If based on the student's behavior, medical symptoms, vital signs or other observable factors, the building principal has reasonable suspicion that the student is under the influence of a controlled substance, the student may be required to submit to drug or alcohol testing. The testing may include but is not limited to the analysis of blood, urine, saliva, or the administration of a Breathalyzer test.



School District Transportation Services

The Northern Bedford County School District provides transportation services to all its students. Bus routes are determined by the district office in cooperation with the respective bus contractors in a manner which promotes both safety and efficiency. Students are picked up by the bus as close as reasonably possible to their homes and are accordingly discharged in a similar manner. Some of the following factors are used in determining the location of bus stops:

- Safety of the walk for students along the highway.
- Safety of the bus from collision while it is stopped.
- Distance students can safely walk to the bus stop.
- The ability of the bus to navigate particular roads and lanes.

Student Transportation—Safety Top Priority

One of the greatest problems involving bus transportation of children to and from school is illegal pass-bys of stopped school busses. Motorists are violating the law by passing busses with red lights flashing. What is most disturbing is that every single violation could be life threatening to a child crossing the road before boarding or after discharging from the bus.

Whenever approaching a stopped school bus, whether in the same or opposite lane, please follow the state law and stop when the red lights are flashing and the side stop arm is extended.

- When you meet or overtake a stopped school bus with red signal lights flashing and stop are extended, you **MUST STOP**.
- When you approach an intersection where a school bus with red signal lights flashing and stop are extended, you **MUST STOP**.



- You **MUST STOP** at least ten (10) feet away from the school bus.
- You **MUST WAIT** until the red lights have stopped flashing and the stop arm has been withdrawn before moving.
- **DO NOT MOVE** until all the children have reached a place of safety.

Responsibilities of Students/Parents

- Students will enter the bus in an orderly manner, sit in their assigned seat, refrain from loud noise, remain seated until the bus has stopped at their stop, and leave the bus in an orderly manner.



- Students will strictly refrain from any form of rowdiness or rough housing which can cause disorder or safety violations. (Essentially, "Keep your hands to yourself.")
- Students will obey the driver's directions without question in the interest of safety. Disagreements may be registered with the respective principal.
- Students are expected to obey the rules posted on the bus.
- Students are expected to behave at bus stops in the safe manner taught at school.
- Students are expected to be at the bus stop on time. Drivers, though usually doing so as a courtesy, are not required to wait for those not at the bus stop.
- Large and/or heavy items carried on the bus are safety hazards. The bus driver is not required to permit you to have them on the bus. All firearms, other weapons, or dangerous devices are prohibited from the school bus.



- Bus drivers have the authority to not travel any part of the route due to hazardous or potentially impassible conditions. Parents need to be alert to attend to young children if the bus cannot reach them.
- School bus transportation is not a right like school attendance - rather it is a privilege. Students may be removed from riding the bus either temporarily or permanently because of their misconduct while riding the bus.

Parents are expected to support the bus driver and school officials in their efforts to provide for the safety of all students. Parents should remind their children of the importance of good discipline on the school bus.

Student Drivers



Students are only permitted to operate or ride in private motor vehicles on school property if proper permission has been obtained and according to school policy. A student who needs to travel to or from school with a student driver must also have a permission form on file signed by the parents of both the driver and rider. Forms are available in the high school office. Cost of a parking permit is \$40.00 for the full year or \$13.00 per term.

Please remember that student drivers and their passengers may not leave before the busses at dismissal time. If your child works after school, please have him or her inform the employer of a possible need to start work later. Students may not enter/exit school property using the elementary entrance at school arrival/dismissal time.

It is important to remember that driving/riding to school is a privilege and this privilege can be revoked for discipline and attendance problems. Please discuss with your children the importance of good citizenship and attendance to maintain this privilege.

Student Handbooks

Student/Parent Handbooks can be found on the elementary, middle, and high school web pages. The handbooks contain pertinent information relative to such topics as discipline, attendance, programs, athletics, academics, extra-curricular activities, etc.

MS/HS principals will meet with students to review the handbook. Students are expected to be familiar with the information contained in the handbooks and make reference to it throughout the year when a question arises. Classroom teachers review the handbook with their elementary students.

Parents are prompted to read and become familiar with the information contained in the student handbooks and check the appropriate boxes during the completion of the online enrollment packet for your child(ren).

Student Water Bottles

NBC Students are encouraged to bring a water bottle to school again this school year. Students are permitted to only have water in their bottles. Students can fill the water bottles at the fountains in the hallway. Students are not able to drink directly from the water fountains.



Asbestos in School Rule

The Environmental Protection Agency (EPA) requires all public schools (K-12) to identify and manage asbestos-containing building materials (ACBM) located inside all school buildings. These requirements range from inspection to maintaining proper records regarding the management of ACBM located in your schools.

Schools are required to have a properly trained designated person to ensure that all the Asbestos in School Rule's requirements are met. Custodial and maintenance personnel are properly trained in identification and maintenance of ACBM.

Following an initial inspection for locating and identifying asbestos containing materials, a re-inspection of the school must be conducted every three years by an accredited inspector.

At the last re-inspection conducted in 2019, all materials listed in the Management Plan as asbestos-containing (or assumed to be asbestos-containing) were inspected and their condition did not warrant any further activities at this time.

The school district conducts a periodic surveillance every six months to observe and note the changes in the conditions of the ACBM.

The school district is responsible to develop a management plan for each school and maintain records of inspections, training records, and response actions reports.

All asbestos containing materials are addressed by assigning appropriate response actions. The plan is available for your inspection and review in the Office of the Superintendent, Todd B. Beatty.

School Breakfast and Lunch Program

Northern Bedford County School District announces the Income Guidelines for the

National School Lunch and School Breakfast Free and Reduced Price Meal program for those children unable to pay the full price of meals. The school has adopted the family size and income criteria as established by the Secretary of the United States Department of Agriculture for determining eligibility. Children from families whose income is at or less than the levels shown below are eligible for free meals or reduced price meals.

Family Size	Yearly Income
1	\$26,973
2	\$36,482
3	\$45,991
4	\$55,500
5	\$65,009
6	\$74,518
7	\$84,027
8	\$93,536
Each Addition	\$8,732

To apply for free or reduced price meals, you can apply online at www.schoolcafe.com.

The parent must also certify that all of the information is true and correct. The information provided on the application will be used to determine eligibility for free or reduced price meals and may be verified at any time during the school year by the school or other program officials. The eligibility status of each child may be given to Title I officials for allocations and evaluation purposes. No other uses of the application information are permitted without parental permission. The application is made in connection with the receipt of federal funds. Deliberate misrepresentation of information may subject the applicant to prosecution under applicable state and federal criminal statutes.



You may apply for benefits at any time during the school year. If you are not eligible now, but have an increase in household size, a decrease in household income, become unemployed, or receive food stamps, or TANF for your child, complete an application at that time.

Children who receive free or reduced price meals are treated the same as children who pay for their meals. In the operation of child nutrition programs, no child will be discriminated against because of race, sex, color, national origin, age, or disability. If you believe you have been discriminated against write immediately to the Secretary of Agriculture, Washington, DC 20250.

If a parent is dissatisfied with the ruling of the local approving officials or the results of the verification, he/she may request a hearing to appeal the decision. Hearing procedures are outlined in the school's policy which is on file in the school's administrative office and may be reviewed by any interested party. The school's hearing officer is Todd B. Beatty, Superintendent, 152 NBC Drive, Loysburg, PA 16659; phone (814) 766-2221 ext. 4702.

Student Meal Charges and Procedures for Collection of Deficient Account Balances

Northern Bedford County School District has made available an on-line payment service called My School Bucks. The link for My School Bucks can be found on the school web page at www.nbcsd.org.



This program allows you to check your student's cafeteria balance daily and make payments on your child's account.

School district policy 808.1 regarding student meal charges and collection will continue. It is extremely important in the education process that all children receive nourishment throughout the school day. It is also important that you maintain a positive balance in your student's account.

Listed below are the procedures that will be followed.

- Deficient balance emails will be generated to parents weekly.
- For students whose balance has exceeded \$5.00, a telephone message will be generated.
- Failure to pay outstanding balance may result in civil charges and additional fees.

Unlawful Harassment

The Board strives to provide a safe, positive learning climate for students in the schools. Therefore, it shall be the policy of the district to maintain an educational environment in which harassment in any form is not tolerated.

The Board prohibits all forms of unlawful harassment of students and third parties by all district students and staff members, contracted individuals vendors, volunteers, and third parties in the schools.

The Board encourages students and third parties who have been harassed to promptly report such incidents to the designated employees.

Corrective action will be taken when allegations are substantiated. Confidentiality of all parties shall be maintained, consistent with the district's legal and investigative obligations.



No reprisals nor retaliation shall occur as a result of good faith charges of harassment.

The compliance officer shall annually inform students, staff, parents, independent contractors and volunteers that unlawful harassment of students will not be tolerated along with the complaint procedure, by means of the following: publication in the district's News Bulletin, distribution of written policy; publication in handbooks, and presentation at an assembly.

Compliance officer contact information:

Todd B. Beatty, Superintendent
Northern Bedford County School District
152 NBC Drive
Loysburg, PA 16659
Phone: (814) 766-2221 ext 4702
Email: tbeatty@nbcasd.org

Each staff member shall be responsible to maintain an educational environment free from all forms of unlawful harassment.

Each student shall be responsible to respect the rights of their fellow students and district employees and to ensure an atmosphere free from all forms of unlawful harassment.

Non-Discrimination

The Board declares it to be the policy of this district to provide an equal opportunity for all students to achieve their maximum potential through the programs offered in the schools regardless of race, color, age, creed, religion, gender, sexual orientation, ancestry, national origin, marital status, pregnancy, or handicap/disability.

The district shall provide to all students, without discrimination, course offerings, counseling, assistance, employment, athletics and extracurricular activities. The district shall make reasonable accommodations for identified physical and mental impairments that constitute handicaps or disabilities, consistent with the requirements of federal and state laws and

regulations. The Board encourages students and third parties who have been subject to discrimination to promptly report such incidents to designated employees for a complete and thorough investigation.

The Board directs that complaints of discrimination shall be investigated promptly, and corrective action be taken when allegations are substantiated. Confidentiality of all parties shall be maintained, consistent with the district's legal and investigative obligations.

No reprisals nor retaliation shall occur as a result of good faith charges of discrimination.

The compliance officer shall annually inform students, staff, parents, independent contractors and volunteers that unlawful harassment of students will not be tolerated along with the complaint procedure, by means of the following: publication in the district's News Bulletin, distribution of written policy; publication in handbooks, and presentation at an assembly.

Compliance officer contact information:

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152 NBC Drive
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Email: tbeatty@nbcasd.org

Educational Trips

Educational Trips are a valuable opportunity for your child to travel and learn about different areas and regions. These trips provide students the opportunity to visit historical sites, museums, points of interest, and to study the geographical, ecological, and environmental characteristics of different regions. As a result of being on an educational trip your child will be missing school. It is your child's responsibility to contact teachers before attending the educational trip to gather assignments and complete the assignment before returning to school.

It is the responsibility of the parent to submit the "Educational Trip Application Form" available on the respective school office webpage.



School Health Services

Animal Bites

By law, Pennsylvania Department of Health receives notification of **all animal bites**. The school entity files the report with the local state health clinic, and clinic personnel are responsible for follow-up with all parties involved in the incident.

Birth Certificate

The Pennsylvania Public School Code has established enrollment procedures for resident and non-resident children. Except when a child is homeless or in foster care, when a child presents for enrollment, the school district shall require that the following information before enrolling the child and allowing the child to attend school:

- *Proof of the child's age.
- Immunizations required by law.
- Proof of residency.
- Parent registration statement.
- Home language survey

Note: Any one of the following constitutes acceptable documentation as proof of age: birth certificate; notarized copy of birth certificate; baptismal certificate; copy of the record of baptism – notarized or duly certified and showing the date of birth; notarized statement from the parents or another relative indicating the date of birth; a valid passport; or a prior school record indicating the date of birth.

You may order a birth certificate online (24 hours/day, 7 days/week) from Pennsylvania's only authorized vendor at www.mycertificates.health.pa.gov. In addition to the standard birth certificate fee of \$20, a \$10 processing fee also applies. Payment is by credit card.

Additionally, the state representative for the 78th legislative district (Bedford County) can assist in obtaining a certified copy of a birth certificate. Contact information is:

133 South Richard Street
Bedford, PA 15522
Phone: 814-623-9097
Fax: 814-623-6633

The cost of a new birth certificate is \$20 per copy. The estimated lead time for processing a birth certificate application is approximately four weeks.

Change of Clothing

Accidents and spills can occur in school at any time at any age. From playground puddles to tummy troubles, there may come a time when there is a need for a change of clothing. It is a recommendation that your child have a complete change of clothes (pants, t-shirt, underclothing, and socks) in a gallon zip-lock bag labeled with his/her name and stored in his/her backpack, hall locker, or gym locker.

Communicable Diseases, Guidelines

The information in the following paragraphs is not a substitute for medical advice. Contact your child's healthcare provider for evaluation and treatment if you suspect a communicable disease.

Based on the Centers for Disease Control and Prevention's recommendation, the following guidelines control, contain, and eliminate health threats.

Chickenpox (varicella) – Chickenpox disease that causes an itchy rash of blisters and a fever. Symptoms usually last 7-10 days. Chickenpox spreads easily when a person touches or breathes in the virus particles that come from the chickenpox blisters. Chickenpox can spread 1-2 days before the infected person gets a rash until all blisters have formed scabs. Children with uncomplicated chickenpox may return to school when the rash crusts. The school entity reports cases of chickenpox to the PA State Health Clinic.

Conjunctivitis (pink eye) – Conjunctivitis is an inflammation of the clear, thin tissue that lies over the white part of the eye and lines the inside of the eyelid. Causes include bacteria, virus, or allergies. Symptoms include redness, itching, and tearing of the eyes. It can also lead to discharge or crusting around the eyes. Conjunctivitis spreads by contact of eye secretions from someone who is infected. Antibiotic eye drops are the treatment of choice for bacterial conjunctivitis. Exclusion is until pus-like drainage has stopped, which is usually 24 hours after antibiotic therapy begins.

Fifth disease – Fifth disease is a mild rash illness caused by parvovirus B19 that results in a rash on the face ("slapped cheek" rash) and body. Symptoms may vary in intensity and usually go away in seven to 10 days, but it can come and go for weeks. As the rash starts to go away, it may look lacy. Parvovirus B19 spreads through respiratory secretions. The infected person is most contagious before the rash appears. Children may return to school after the rash if fever-free.



Hand, Foot, Mouth Disease (HFMD) – HFMD is a viral illness that may result in fever and painful blisters in the mouth with a subsequent skin rash on the palms of the hands and soles of the feet or other places on the body. The virus spreads by fecal-oral and respiratory routes. There is no specific treatment therapy available. Children may return to school if fever-free.

Head lice (pediculosis) – Head lice are parasitic insects found on the head, eyebrows, and eyelashes. Itching is the most common symptom of head lice infestation. Head lice spreads by direct contact with the hair of an infected person. Exclusion, although based on the presence of live lice, may be necessary with recurrence and/or outbreak of lice.

Impetigo – Impetigo is a highly contagious, bacterial skin infection caused by staph or strep. It appears as red sores on the face, especially around the nose and mouth and on hands and feet. The sores burst and cause honey-colored crusts. Treatment therapy is antibiotics to prevent the spread of impetigo to others. Exclusion is until the person is no longer contagious, which is usually 24 hours after antibiotic therapy begins.

Meningitis – Meningitis is an inflammation of the protective membranes covering the brain and spinal cord. A bacterial or viral infection of the fluid surrounding the brain and spinal cord usually causes swelling. It is important to know the specific cause of meningitis because spread of infection and treatment differ depending on the cause. Seek immediate medical attention. Exclusion is until physician documentation releases the child to return to school. The school entity reports cases of meningitis to the PA State Health Clinic.

Ringworm – Ringworm is a fungal infection of the skin commonly found on the scalp, feet, trunk, face, limbs, and genital areas. It can cause a circular rash that is red and itchy. Spread is by direct contact with known or suspected sources of infection. Treatment depends on the location and severity of the infection. Exclusion is until application of topical antifungal begins.

Scabies – Scabies are an intensely itchy skin rash caused by a mite. It spreads with frequent close body contact. Products used to treat scabies are scabicides and are only available by a doctor's prescription. Exclusion is until effective treatment and permission received by a licensed prescriber for the student to return.

Streptococcal disease, including scarlet fever – Streptococcus is a form of bacteria that lives in the nose and throat. When an infected person coughs or sneezes, the bacteria travels in small droplets of water. Symptoms include sore throat, pain with swallowing, fever, red and swollen tonsils with white patches or streaks of pus, tiny red spots on roof of mouth, and swollen lymph nodes in front of the neck. Exclusion until no fever and antibiotic therapy x24 hours.

For additional information on these communicable diseases, or others, visit www.cdc.gov.

Concussion Management

The Safety in Youth Sports Act (Act 101) signed into law in November 2011 mandates measures to ensure the safety of student athletes involved in interscholastic sports in Pennsylvania. Northern Bedford County School District follows ImPACT (Immediate Post-Concussion Assessment and Cognitive Testing) Concussion Management Model to assist in making safe return to play decisions. This protocol of best practice recommendations builds partnerships with health care professionals and athletic trainers for concussion management to benefit athletes and their parents before, during, and after a traumatic brain injury (TBI) suspected or diagnosed. ImPACT Concussion Management Model includes the following steps:

- Pre-season baseline ImPACT testing & education
- Immediate cessation of all activity if concussion suspected
- Post-injury ImPACT testing
- *Comprehensive evaluation from a professional trained in evaluation and management of concussions
- Written medical clearance to return to activity

A student athlete who does NOT comply with these requirements is from practices and/or competition.

*A list of appropriate medical professionals trained in the evaluation and management of concussions is available from the athletic director/trainer or certified school nurse.

Disabilities and Special Dietary Needs

Schools participating in the Child and Adult Care Food Program (CACFP) and Summer Food Service Program (SFSP) must make reasonable modifications to the meal service to accommodate those with disabilities that restrict diet.



A disability is a physical or mental impairment that limits one or more major life activities or major bodily function or has a record of such an impairment. A physical or mental impairment does not need to be life-threatening to constitute a disability.

Major life activities include performing manual tasks, seeing, hearing, eating, sleeping, walking, standing, lifting, bending speaking, breathing, learning, reading, concentrating, thinking, communicating, and working. A major life activity also includes operation of a major bodily function such as the immune system; normal cell growth; or digestive, bowel, bladder, neurological, brain, respiratory, circulatory, endocrine, and reproductive functions.

To make dietary modifications, a written statement from a licensed medical authority needs to be on file. The written statement must include:

- An explanation of how the physical or mental impairment restricts the diet
- An explanation of the accommodations
- The food(s) to omit and alternatives needed, if appropriate.

Special dietary needs and requests related to general health concerns and personal preferences are not disabilities.

For modifications in the school meal program, contact your child's building nurse to complete the Medical Plan of Care for Child Nutrition Programs.

Immunization Requirements

For attendance in all grades, children need the following:

- Four doses of tetanus, diphtheria, and acellular pertussis*, with one dose on or after the fourth birthday
- Four doses of polio with the fourth dose on or after the fourth birthday and at least 6 months after previous dose given**
- Two doses of measles, mumps, and rubella***
- Three doses of hepatitis B
- Two dose of varicella (chickenpox) or evidence of immunity

*Usually given as DTP or DTap or if medically advisable as DT or Td

**A fourth dose is not necessary if the third dose administered at age four or older and at least 6 months after the previous dose

***Usually given as MMR

On the **first day of school**, unless the child has a medical or religious/philosophical exemption, a child must have had at least one dose of the above vaccinations or risk exclusion.

If a child does not have all the doses listed above, needs additional doses, and the next dose is medically appropriate, the child must receive that dose within the first five days of school or risk exclusion. If the next dose is not the final dose of the series, the child must also provide a medical plan within the first five days of school for obtaining the required immunizations or risk exclusion.

If a child does not have all the doses listed above, needs additional doses and the next dose is not medically appropriate, the child must provide a medical plan within the first five days of school or risk exclusion.

The medical plan of care is binding or risk exclusion.

For attendance in seventh grade:

- One dose of tetanus, diphtheria, acellular pertussis (Tdap)
- One dose of meningococcal conjugate vaccine (MCV)

On the **first day of seventh grade**, unless the child has a medical or religious/philosophical exemption, a child must have had the above vaccinations or risk exclusion.

For attendance in twelfth grade:

- One dose of MCV*

*If one dose given at 16 years of age or older, that dose shall count as the 12th grade dose.

On the **first day of twelfth grade**, unless the child has a medical or religious/philosophical exemption, a child must have had the above vaccination or risk exclusion.

The requirement for vaccines required for entrance, seventh grade, and 12th grade continue in each succeeding school year.



Exemptions

These requirements allow for the following exemptions: medical*, religious belief**, and philosophical/strong moral or ethical conviction**. Even if your child is exempt from immunizations, exclusion from school during an outbreak of vaccine preventable disease is possible. The Pa Department of Health, Division of Immunizations, may make other recommendations based on the disease outbreak and the immunity history.

Only licensed health care professionals and designated health department personnel can sign off for medical exemptions. Chiropractors' certifications for medical exemptions are not acceptable. The statement of exemption must include the specific antigen(s). The Pa Department of Health School Code requires all other immunizations.

**This exemption does are need updated annually.

Contact your child's building nurse to discuss appropriate documentation for an exemption based on religious beliefs or philosophical/strong moral or ethical conviction. The parent/guardian must complete the space on the Certificate of Immunization for this purpose at the time of the declaration.

Mandated School Health Program

Every child of school age attending or who should attend a public school within the commonwealth must receive the following health services. These requirements also apply to students who are home-schooled.

SERVICE	K	1	2	3	4	5	6	7	8	9	10	11	12	Notes
School Nurse Services	X	X	X	X	X	X	X	X	X	X	X	X	X	
Maintenance of Health Record	X	X	X	X	X	X	X	X	X	X	X	X	X	
Immunization Assessment	X	X	X	X	X	X	X	X	X	X	X	X	X	
**Medical Examination	*	*					X					X		*Required on original entry (K or first grade)
***Dental Examination	*	*		X				X						*Required on original entry (K or first grade)
Growth Screen	X	X	X	X	X	X	X	X	X	X	X	X	X	
Hearing Screen	X	X	X	X				X				X		
Scoliosis Screen							X	X						May use sixth grade physical in lieu of sixth grade screen
Tuberculin Test	*	*								X				*Required on original entry (K or first grade), unless approved to discontinue
Vision Screen - Far Visual Acuity Test	X	X	X	X	X	X	X	X	X	X	X	X	X	
Vision Screen - Near Visual Acuity Test	X	X	X	X	X	X	X	X	X	X	X	X	X	
Vision Screen - Convex Lens Test (Plus Lens)		X												First grade students meeting criteria & new students (any grade) not previously screened
Vision Screen - Color Vision Test		*	*											*First or second grade & new students (any grade) not previously screened
Vision Screen - Stereo/Depth Perception Test		*	*											*First or second grade & new students (any grade) not previously screened



***The PA School Code mandates dental examinations for students upon original entry into school (Kindergarten or Grade 1), Grade 3, and Grade 7. By submitting evidence of an examination by a family dentist or by participating in an examination by the school dental provider meets the state requirement.

School children excused from regular or special medical and dental examinations on presentation of written evidence to the school administrator that the examinations are contrary to the religious beliefs of the parent/guardian of the child.

Denial of the exemption from medical or dental examination by the Department of Health if exist under which the exemption constitutes a present substantial menace to the health of other persons exposed or in contact with the unexamined person.

Infection Control Guidelines

Infection control strategies remain critical to protect people, including students, teachers, and staff:

- **Get vaccinated** and stay up to date, according to CDC recommendations.
- **Stay home** when you are sick.
- **Wash** hands often.
- **Cover** coughs and sneezes.
- **Avoid** touching your eyes, nose, or mouth.
- **Clean and disinfect** high touch surfaces.

Practice good hand hygiene by washing hands often with soap and water, especially after coughing or sneezing. If soap and water are not readily available, use an alcohol-based hand sanitizer that contains at least 60% alcohol to clean hands.

Cover your mouth and nose with a tissue when coughing or sneezing. If a tissue is not available, cough or sneeze into your elbow.

Practice other good health habits. Get adequate rest, be physically active, manage your stress, increase fluids, and eat nutritious food.

Medical Alert Information

In a medical emergency, the inability to communicate needs may occur. A medical alert bracelet or pendent can provide vital information to assist school and medical personnel in providing appropriate life-saving care.

If your child has a serious health condition that may require emergency care, discuss the advantages of wearing this identification jewelry with your child's health care provider.

Below is a list of health conditions that may require specialized care in an emergency.

- Bleeding disorder
- Diabetes
- Epilepsy
- Heart disease
- Severe bee/insect sting allergy
- Severe food allergy
- Severe medication allergy

Medication Administration

A parent/guardian should administer medication at home whenever possible and should collaborate with his/her child's primary care provider to establish medication schedules that minimize administration at school.

However, when failure to take such medication would jeopardize the health of the student or the student would not be able to attend school if the medication were not available during school hours, the administration of medication will occur in accordance with the state laws and regulations.

For administration of prescription medication, as well as over-the-counter medication and herbal remedies, there must be a written order from the licensed prescriber. In accordance with standard medical practice, a medication order from a licensed prescriber must contain:

- Student's name
- Name, signature, and phone number of licensed prescriber
- Name of medication
- Route and dosage of medication
- Frequency and time of medication administration
- Date of the order and discontinuation date



Your child's physician must renew all medication orders at the beginning of each academic school year.

All medication given in the school setting must also have written authorization (consent) from the parent/guardian. Renewal of the authorization occurs at the beginning of each academic school year.

A parent/guardian should deliver all medication to the school. The medication must be in the original pharmacy delivered container. The label must contain:

- Name, address, telephone number, and federal Drug Enforcement Administration (DEA) number of the pharmacy
- Student's name
- Directions for use, including dosage, frequency, time of administration, route, and special instructions
- Name and registration number of the licensed provider
- Prescription serial number
- Date originally filed
- Name of medication and date dispensed
- Controlled substance statement, if applicable

Medication in plastic bags or containers other than their original pharmacy container is not acceptable.

No more than a thirty (30) school day supply for any one medication is acceptable.

Disposal of Medication

If the parent/guardian does not retrieve outdated or discontinued medication at the end of the school year, medication disposal by the licensed personnel (CSN, RN, LPN) and one witness, occurs according to federal guidelines.

Self-administration of Emergency Medication

Self-administration of emergency medication in school refers to situations in which the student carries his/her medication and administers it during the school day, as ordered by a licensed prescriber and authorized by his/her parent/guardian and the school district.

Prior to permitting self-administration of emergency medication, the building nurse will perform a baseline of the student's health status. The student must demonstrate competency in self-care through demonstration of administration skills and responsible behavior. The building nurse conducts periodic reassessment of the student's self-management skills.

The student must immediately notify the building nurse following each use. Violations of the policy could result in immediate confiscation of the emergency medication and loss of self-administration privileges. This does not impact the availability of the medication to the student.

To accommodate the student who carries and self-administers emergency medications the requirements are:

- An order from a licensed prescriber for the medication, including a statement that it is necessary for the student to carry the medication and the student is capable of self-administration
- Written parent/guardian consent
- An Emergency Action Plan (EAP) and/or Individualized Health Plan (IHP), if indicated

Smile PA Program

The mobile dentist is an innovative, on-site school-based dental outreach provider. The mission is to bring state-of-the-art dental care to those students in need in the most comfortable and effective way possible.

The mobile dentist provides the following services:

- Examinations, cleanings, fluoride, and sealants
- Radiographs
- Referrals to a dental home
- Education
- FREE toothbrushes

For those students without Medicaid or private dental insurance or lacking sufficient funds for a subsidized fee, Smiles Program... the mobile dentist provides generous grant-assistance. Lack of resources is not a reason to limit care.

Visit www.mobiledentists.com or call 1-888-833-8441 for an overview of the program and services offered. Contact your child's building nurse to schedule a "Shine Your Smile Day" and to learn more about the Smiles PA Program.



Use of Chap Stick

Most students get chapped lips from time to time. To treat and prevent chapped lips, consider these tips:

- Protect your lips by applying a lubricating lip cream or balm that contains sunscreen before going out in cold or dry weather
- Avoid licking lips
- Stay hydrated
- Avoid allergens
- Breathe through the nose

If chapping is severe and does not respond to treatment at home, consult your child's doctor.

Students of all ages may carry and use a lubricating lip cream or balm throughout the school day, as needed for chapped lips. It is the parent/guardian's responsibility to instruct on proper use and the importance of not sharing with other children.

Use of Cough Drops

Evidence-based guidelines have shown that there are no effective medications to either cure or relieve the symptoms of an acute cough (lasts less than 3 weeks) associated with the common cold. The recommendation, therefore, is not to use cough drops during the school day, especially in younger children who are at risk of choking. The following tips can help with coughing:

- Increased intake of fluids
- Use a clean humidifier or cool-mist vaporizer
- Breathe in steam from a bowl of hot water or shower
- Use one teaspoon of honey, if greater than 1 year of age

Submission of a parent/guardian note to the classroom teacher must occur for use of non-medicated lozenges in the classroom. It is the parent/guardian's responsibility to instruct on proper use and the importance of not sharing lozenges with other children. MS/HS students may carry and self-administer lozenges, as needed, for a persistent cough.

Use of Sunscreen

Pennsylvania Act 105 of 2018 allows school students to possess, apply, and use topical sunscreen during school hours and at school-sponsored activities. The sunscreen must be **non-aerosol** and

approved by the FDA for over-the-counter use for the purpose of limiting ultraviolet light-induced sun damage. Contact your child's building nurse to complete the required documentation.

When to Keep Your Child Home from School

Attendance at school is important. However, there are health conditions/concerns that may prohibit attendance short-term. These include:

- Fever
- Vomiting/diarrhea
- Unidentified/untreated skin rashes
- Red eyes with drainage or crusting
- Intense pain that interferes with activities of daily living and/or concentration
- Head lice or scabies

This list is NOT all inclusive and the information does NOT take the place of consulting a medical provider. In case of an urgent concern or emergency, call 911 or visit the nearest emergency room.

Please keep the school office updated with current phone numbers for you or an alternate contact if your child is ill or injured at home.

Wellness/Position Statement

Student wellness and proper nutrition influence students' physical well-being, growth, development, and readiness to learn. Northern Bedford County School District is committed to a school environment that promotes student wellness, proper nutrition, nutrition education and promotion, and regular physical activity as part of the total learning environment. View the School Wellness Policy as revised on June 20, 2017, by visiting the district webpage.

School Board Policy

Northern Bedford County School District's school policy is maintained and available on the district website www.nbcsd.org. Please click on District and School Board to access the school policies.



School Visitors

The Board welcomes and encourages visits to school by parents, other adult residents of the community, and interested educators. To insure order in the schools, it is necessary to establish guidelines governing school visits.

The superintendent or building principal has the authority to prohibit the entry of any person into a school of this district.

All visitors (including parents) to the schools are required to report immediately upon arrival to the respective school office to register as a visitor.

At the office, the visitor is required to provide name, time in, time out, and reason for the visit. The principal may require other pertinent information. Visitors are provided a badge which is required to be displayed prominently during the time of the visit. Visitors are further required to check out at the respective office and surrender the visitor's badge at the completion of the visit.

No visitor may confer with a student without the approval of the principal or designee.

Should an emergency require that a student be called to the school office to meet a visitor, the principal will be present during the meeting.

Internet/Technology Use

The Internet is an electronic highway connecting thousands of computers all over the world and millions of individual subscribers. With access to computers and people all over the world also comes the availability of material that may not be considered to be of educational value in the context of the school setting. Northern Bedford County School District has taken precautions to restrict access to controversial

materials. However, on a global network it is impossible to control all materials and an industrious user may discover controversial information. We (Northern Bedford County School District) firmly believe that the valuable information and interaction available on this worldwide network far outweighs the possibility that users may procure material that is not consistent with the educational goals of the District.

Access to the Internet will enable students to explore thousands of libraries, databases and bulletin boards while exchanging messages with Internet users throughout the world. Families should be warned that some material accessible via the Internet might contain items that are illegal, defamatory, inaccurate, or potentially offensive to some people. In an attempt to monitor and control this from happening, the district has taken every precautionary measure to prevent inappropriate access through the installation of a filter system. While our intent is to make Internet access available to further educational goals and objectives, students may find ways to access other materials as well. We believe that the benefits to students from the Internet, in the form of information resources and opportunities for collaboration, exceed any disadvantages. But, ultimately parents/guardians of minors are responsible for setting and conveying the standards that their children should follow when using media and information sources. A content filter is updated and maintained by the district's technology department. This Internet filtering software is in full compliance with CIPA (Children Internet Protection Act).

Please note that it is not the district's responsibility for information lost, damaged or unavailable. Furthermore, the district shall not be responsible for any fees or charges accrued as a result of accessing the Internet.

Students are responsible for good behavior on school computer networks just as they are in a classroom or in a school hallway. Communications on the network are often public in nature. General school rules for behavior and communication apply.



The network is provided for students to conduct research and communicate with others. While accessing network services, students must act in a considerate and responsible manner. Access entails responsibility. Therefore, the district reserves the right to monitor network use and monitor fileserver space.

Individual users of the district's computer networks are responsible for their behavior and communications over those networks. It is presumed that users will comply with district standards and will honor the agreements they have signed. Beyond the clarification of such standards, the district is not responsible for restricting, monitoring, or controlling communications of individuals utilizing the network.

Network storage areas may be treated like school lockers. Network administrators may review files and communications to maintain system integrity and ensure that users are using the system responsibly. Users should not expect that files stored on district servers are private.

Students in grades 6-12 are issued a Google App for Education account that provides them student email, online document creation and storage, and online calendar, and access to online sites for creating educational websites. This online account is for educational purposes of creativity, collaboration, and communication as it applies to the educational purpose of the district.

Within reason, freedom of speech and access to information will be honored. During school, teachers of younger students will guide them toward appropriate materials.

As outlined in Board policy and procedures on students' rights and responsibilities, copies of which are available in school offices, the following are not permitted:

- Sending or displaying offensive messages or pictures,
- Using obscene language,
- Harassing, insulting or attacking others,
- Damaging computers, computer systems or computer networks,
- Violating copyright laws,
- Using another's password,
- Trespassing in another's folders, work, or files,
- Intentionally wasting limited resources,
- Employing the network for commercial purposes,
- Other similar violation of computer usage
- Using 3rd party web/proxy sites or other means of bypassing the district internet filters.
- Bringing computers or other devices from outside and connecting to school's network without permission from the IT department.

Violations may result in a loss of access as well as other disciplinary or legal action as per Board Policy.

Parents are prompted to read and become familiar with the information contained in the Internet and Computer Acceptable Use Acknowledgement and sign the acknowledgement during the completion of the online annual registration packet for your child(ren).

Electronic Devices

Electronic devices are allowed during non-class times or as directed by the teacher or principal.

The district shall not be liable for the loss, damage or misuse of any electronic device brought to school by a student.

Violations of this policy by a student shall result in disciplinary action and may result in confiscation of the electronic device.

The confiscated item shall not be returned until a conference has been held with a parent/guardian.



1:1 Program

All students in grades K-5 have been provided with an Ipad to use throughout the school day. Students in the elementary school are not permitted to bring their own devices from home. Students will return their computers at the end of each school year.



All students in grades 6 through 12 receive a netbook computer for use throughout the school day and to take home at night.

Students may also bring their own computer rather than use the school's equipment. This program allows all students to have access to a variety of online materials, to connect with those who are outside of our classroom walls, to increase collaboration with students, and to complete assignments and assessments in an online environment.

Students receiving a school issued computer will use the same computer until they graduate. After graduation, the computers will be erased of all data and re-issued as appropriate.

If there are any questions about the 1:1 BYOT or school issued computer program, please contact Larry Williams, at lwilliams@nbcasd.org.

Mission Statement

The mission of the Northern Bedford County School District is to uphold high standards to educate each student for life as a responsible member of a global society.

Curriculum Review by Parents and Students

This policy was adopted by the School Board to ensure that parents have an opportunity to review instructional materials and have access to information about the curriculum, including academic standards to be achieved, instructional materials, and assessment techniques.

The rights granted by this policy are granted to parents of students enrolled in this school district where the students are under the age of eighteen (18) and to the students themselves when the student is age eighteen (18) or over.

Upon request by a parent or student meeting the required conditions, the district will make available existing information about the curriculum, including academic standards to be achieved, instructional materials and assessment techniques.

Integrated Pest Management

Integrated Pest Management (IPM) is the coordinated use of pest and environmental information to design and implement pest control methods that are economically, environmentally and socially sound. IPM promotes prevention over remediation and it advocates the integration of at least two (2) or more strategies to achieve long-term solutions.



The Board has adopted an Integrated Pest Management Plan for district buildings and grounds that complies with policies and regulations promulgated by the Department of Agriculture.

Where pests pose an immediate threat to the health and safety of students or employees, the district may authorize an emergency pesticide application and shall notify by telephone any parent and guardian who has requested such notification.

The district shall maintain detailed records of all chemical pest control treatments for at least three (3) years. Information regarding pest management activities shall be available to the public at the district's administration office.



Hazing Prohibited

The purpose of this policy is to maintain a safe, positive environment for students and staff that is free from hazing. Hazing activities of any type are inconsistent with the educational goals of the district and are prohibited at all times.

The district will investigate all complaints of hazing and will administer appropriate discipline to any individual who violates this policy.

Athletics

The Northern Bedford County School District views its extra-curricular athletic and cheer-leading programs as extensions of the classroom. We hope students will learn worthwhile lessons of teamwork, discipline, hard work, cooperation, and physical fitness. The coach is considered first as a teacher teaching skills and reinforcing the other qualities that we hope to see in participants. He/she has authority similar to that of a teacher in the classroom. Likewise, students and their parents also have an obligation to conduct themselves appropriately.

We expect parents to:

- Support the position and authority of the coach/advisor as the person in charge of the activity.
- Realize that the coach has authority with the team similar to that of the teacher in the classroom.
- Help their child fulfill the expectations stated above.
- Realize that participants may be disciplined or removed from the team for such acts as missing practices, unacceptable behavior, or failure to follow team or school rules.
- Arrange a private meeting with the coach/advisor apart from the time of practice and before/after contests to discuss matters which may be confrontational.
- Realize that participants may be expected to involve themselves in fund raising projects in support of the activity.

- Expect and encourage their daughter/son to always exemplify the best effort and performance possible.
- Respect the coach's decisions regarding their son's/daughter's playing time and game time strategies.
- Conduct themselves in a courteous manner when dealing with a coach, opposing players, or fans.
- Realize that parents and others are not permitted in the locker rooms before, during, or following a contest or a practice except by invitation of the coach.

Threat Assessment Team

In accordance with 24 P.S. 1302-E, NBC has an established threat assessment team (TAT). The TAT consists of the principal, counselor, nurse, special education director, and school safety and security coordinator. The purpose of the team is to provide materials, assess and respond to reports of threats; make appropriate determinations, referrals, and notifications, and provide information necessary for annual reporting.

Statement of Safety Policy

The Northern Bedford County School District has established a safety program with the primary objective of providing a safe, healthy working environment for all employees, students, and visitors. The School Safety Committee provides leadership in accomplishing the following objectives:

1. Prevention of human and economic losses from personal injury and property damage.
2. Prevention of losses from fire and theft.
3. Ensuring the safety, protection, and well-being of students and staff.
4. Providing school employees the opportunity to participate in a wellness program.



Vision of Northern Bedford County School District

We see: A school district where all students receive a quality education emphasizing skills, knowledge and character development.

We see: A school district where all employees continue to improve their skills, knowledge and procedures to meet the needs of all learners.

We see: A community of well informed citizens who support educational excellence and work in a partnership with the school community to achieve quality educational results for all students.

Shared Values of NBCSD

1. Learning is a lifelong process.
2. Parents or primary care giver are a child's earliest teachers and remain critical influences.
3. All children can learn.
4. Every child deserves the best educational opportunity the school district can provide.
5. The developmental processes of pre-school children are enhanced through school-based early childhood program services.
6. Learning is a shared responsibility among students, teachers, parents, and community.
7. School is a focal point of the community.
8. The school is a moral force that both shapes and reflects community values.
9. A safe, orderly, and disciplined environment is essential for learning.
10. Curriculum and instruction must address the differing needs and learning styles of each student.
11. The high school diploma represents the acquisition of a core of academic skills.
12. The school strives to lead the community in the use of modern technology.
13. The school fosters an environment which builds positive relationships among all students.
14. The school stresses appreciation of the varied cultural influences which shape the world.
15. All school personnel serve as positive role models.
16. The school provides a caring influence which promotes emotional stability.

Equal Opportunity Education Institution - Northern Bedford County School District, along with our Career and Technical Education (CTE) programs, is an equal opportunity education institution and will not discriminate on the basis of race, color, national origin, sex, and handicap in its activities, programs, or employment practices as required by Title VI, Title IX, and Section 504. For information regarding civil rights or grievance procedures, contact Mr. Todd Beatty, sec. 504 coordinator, at 152 NBC Drive, Loysburg, PA 16659 (814) 766-2221 or email at tbeatty@nbcasd.org. For information regarding services, activities and facilities that are accessible to and useable by handicapped persons, contact the District Superintendent, Todd Beatty, at the above address or telephone number.

Back To School

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Special Education Supervisor

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HS Guidance

Alexa C. Patton
MS Guidance

Madison G. Brumbaugh
ES Guidance

Starla J. Snyder
School Nurse

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