



BACK TO SCHOOL

Clearances for building volunteers

More opportunities arise for volunteers to support our schools please ensure that all individuals wishing to volunteer have updated, approved clearances on file.

For the safety and security of our students and staff, **no volunteers are permitted in our school buildings without current clearances.** Every volunteer must complete all clearance requirements before participating in any school-related activities.

Thank you for your attention to this important matter and for helping us maintain a safe, secure, and supportive learning environment for everyone.

Employee Clearances

We want to remind *all employees* that it is crucial to pay attention for clearance renewal reminders

Please remember: If your clearances are not renewed prior to their expiration date, you will not be permitted to work.

ESS Referral Program

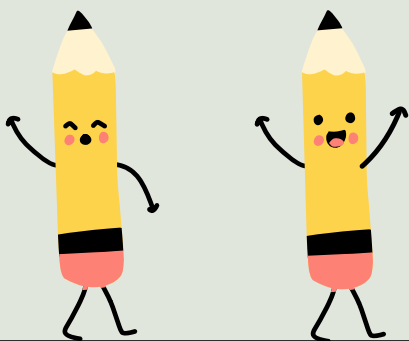
Do you know someone who would make an excellent substitute teacher or paraprofessional?

Refer a friend at Refer.ESS.com and receive a \$100 gift card for every successful referral.

To learn more [click here](#)

Don't forget!

- Column Movement applications are due to HR no later than September 30, 2025, to be considered for salary advancement during the 25/26 school year.
- Level I teachers must complete 24 credits of post bachelors coursework as part of the requirements to convert your Level I certification to Level II.
- For information regarding the Level I to Level II conversion process, please reach out to Donna Schepis (dschepis@pennridge.org).
- For those of you who require a substitute in your absence don't forget to log your absence into Frontline/ESS and Timeclock Plus. Please reach out to Emma Weiss (eweiss@pennridge.org) for assistance.



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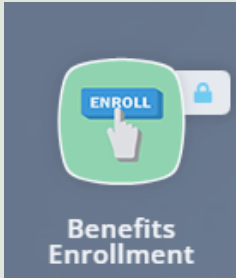
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Student Verification

Do you have a dependent college student? Are they covered under your Dental Insurance? If so, please remember that you will need to verify their full time student status *each semester* in the benefit portal.

Login to the Benefit Portal through PSD Key and upload documentation to include:



- Student's Name
- University Name
- Current Semester
- 12+ Credit enrolled

[Benefit Portal - Student Verification Guide](#)

Flexible Spending & Dependent Care

Did you elect a Healthcare FSA or Dependent Care FSA this plan year?

Register your account with HealthEquity online to manage your plan, submit receipts, request reimbursement, and more.

[HealthEquity - Member Login](#)

Are you wondering what expenses qualify for FSA?

Check out the link below:

[HealthEquity - Healthcare FSA Eligible Expenses](#)

Healthy You!

September is: *Suicide Prevention Awareness Month*

September is a time to help raise awareness, promote hope, and normalize help-seeking.

[Access your EAP resources: Health Advocate Login Guide](#)

Health Advocate Digital Resources:

- [Health Advocate Flyer - Your Life Matters.](#)
- [Health Advocate Video: You are not alone, we can help](#)



If you are in crisis or are experiencing difficult or suicidal thoughts, call the National Suicide Hotline at 1-800-273 TALK (8255)