

**Jersey Shore Area School District  
Board of Education – Regular Meeting  
Minutes of November 14, 2016**

**A. Opening**

**1. Call to Order:** Mrs. Kelley Wasson, Vice President, called the meeting to order at 7:00 p.m.

**2. Roll Call:**

Members Present: Mr. Craig Allen, Mr. Christopher Fravel, Mrs. Loren Koch, Mrs. Denise Smith, Mrs. Karen Stover, Mr. Merrill Sweitzer, Mrs. Mary Thomas, Mrs. Kelley Wasson and Dr. Jill Wenrich, Superintendent

Others Present: J. David Smith, Esq., Solicitor, Adrienne Craig, Board Secretary and Brandon Ranck, Student Representative

Members Absent: Mr. David Hines

**3. Pledge of Allegiance:** Led by Jonathan Brelsford, Caleb Huff-Love, Zach Young, Beatrice Ferguson, Maxwell Ferguson and Pearl Patterson members of the High School Conservative Club and Young Democrats Club.

Vice President Wasson noted that an executive session was held prior to the meeting for personnel matters.

**B. Presentations**

**1. Communications:** None

**2. President's Report:** None

**3. Intermediate Unit Report:** None

**4. Student Representative Report:**

- a. commends High School Vex robotics team – competed in Livonia, NY and placed third overall, going to Philadelphia next weekend.

**5. Superintendent's Report:**

- a. Middle School Builders Club - Laura Milarch
- b. Recognition of Ezekiel Miller, National Merit Scholarship Program Commendation - Reed Mellinger
- c. Recognition of Abby Gerst, Sidney Trunzo and Isaac Davis, Cross Country Athletes - Jill Wenrich
- d. School Resource Officer Presentation - Officer Kyle Fera
- e. Natatorium Update - Mark Wall (rescheduled to January 9, 2017 Board Meeting)
- f. Softball Field Presentation - Mark Wall and Stephen Alexander
- g. Johnson House Presentation - Mark Wall and Peg Leedy

- h. Mindset - Ken Dady
- i. STEM Premier Presentation - Steven Keen
- j. SPP - Building Principals
- k. Website Alternatives - Bruce Boncal
- l. Policies for first reading - Jill Wenrich (Attachments)

Policy 203 - Immunizations and Communicable Diseases  
 Policy 209 - Health Examinations/Screenings  
 Policy 210 - Medications  
 Policy 210.1 - Possession/Use of Asthma Inhalers/Epinephrine Auto-Injectors  
 Policy 237 - Electronic Devices  
 Policy 717 - Cellular Telephones  
 Policy 815 - Acceptable Use of Internet, Computers and Network Resources

**C. Courtesy of the Floor:**

John Shireman-JS Boro – commented on past tax increases and new teacher contract.  
Steve Helm-Piatt Twp. – Commented on School Resource Officer program, ALICE training and teaching to tests.

**D. Personnel**

**1. Personnel:**

**Motion:** A motion was made by Merrill Sweitzer and seconded by Karen Stover to approve the following Personnel items as listed on the Agenda:

- a. accepting a letter of resignation from Samantha Chapman, Jersey Shore Area Elementary School part time Food Service Worker, effective November 14, 2016.
- b. FMLA from November 21, 2016 through March 21, 2017 (approx.) for employee 2016-17-10.
- c. appointment of Samantha Chapman to the position of Part Time Learning Support Aide, \$8.71 per hour, effective November 15, 2016.
- d. extension of FMLA for employee number 2016-17-04 from November 2, 2016 through January 3, 2017.
- e. correction of stipend for Dana Karichner, Band Front Advisor, to full stipend \$1178.00.
- f. accepting a letter of resignation from Stephen Waldman, Varsity Head Baseball Coach, effective October 28, 2016.
- g. accepting a letter of resignation from Wes Keen, Assistant Boys Varsity Track Coach, effective November 2, 2016.

h. the following volunteer coaches and sports as listed:

Sierra R. Hanley	Varsity Cheerleading
Jacob Huling	Junior High Wrestling
Hailey Wilkinson	Varsity Girls Soccer
Jake Keiper	Junior High Wrestling
Alexandra Mahaffey	Girls Track and Field
Courtney Kaufman	Varsity Cheerleading
Marissa Neese	Varsity Cheerleading

i. appointment of David Sheesley as Junior High Assistant Wrestling coach at a stipend of \$2,324.70 (90% of full stipend \$2583.00). effective upon receipt of clearances.

j. a day without pay for Lindsey Paulhamus on May 19, 2017.

The vote was a unanimous Yes. Motion carried.

#### **E. Building and Grounds**

##### **1. Building and Grounds Items:**

**Motion:** A motion was made by Merrill Sweitzer and seconded by Craig Allen to approve the following Building and Grounds item as listed on the Agenda:

- a. the following change order for the Jersey Shore Area Elementary project as attached. The change order has been reviewed by Crabtree Rohrbaugh, our solicitor and the district. This is the final change order for the project. (Attachment)

eci Construction, LLC  
Change Order # 37, Deduct

\$16,278.00

The vote was a unanimous Yes. Motion carried.

#### **F. Miscellaneous**

##### **1. Miscellaneous Items:**

**Motion:** A motion was made by Merrill Sweitzer and seconded by Mary Thomas to approve the following Miscellaneous items as listed on the Agenda:

- a. the following out of state field trip:

11/12/2016 - TSA VEX Robotics team, Gr. 9-12 - TSA National Leadership Conference and Competitions Livonia High School - Livonia, NY - Chaperone: Andrew Baker

- b. the following out of state field trip:

06/16/2017 through 06/27/2016 - TSA, Gr. 9-12 - TSA National Leadership Conference and Competitions Rosen Shingle Creek - Orlando, FL - Chaperones: Andrew Baker, Ernie Harter, 2 TBD

- c. an agreement with Bayada Home Health Care, Inc. to provide nursing services for a student from November 29, 2016 to June 8, 2017 at a rate of \$40.20 per hour.

d. an agreement with PSEA Health and Welfare Fund for vision benefits for everyone covered by the JSAEA contract. The cost is \$3.76 per month per employee. (Attachment)

e. petitions for new Middle School clubs: (Attachments)

Builders Club

- Advisor: Mrs. Ruth Vierra

Leo Club

- Advisor: Mrs. Sarah Smith

Maker Club

- Advisor: Mrs. Cindy Welsh

f. the following Finance Advisory Group Members:

Adrienne Craig - Business Manager

Sean Simcox - Community Member

Craig Allen - Board Member

Maureen Erlandson - Account

Reed Mellinger - Principal

Jill Wenrich - Superintendent

g. 2016-2017 High School Clubs per the attached listing. (Attachment)

h. 2016-2017 Middle School Clubs per the attached listing. (Attachment)

The vote was a unanimous Yes. Motion carried.

#### **F. Executive Session:**

An Executive Session was held beginning at 9:28 p.m. for personnel and legal matters after which no business will be conducted.

Meeting resumed at 9:55 p.m.

#### **G. Adjournment**

**Motion:** A motion was made by Denise Smith and seconded by Merrill Sweitzer to adjourn the November 14, 2016 Regular Board Meeting at 9:56 p.m.

The vote was a unanimous Yes. Motion carried.

Respectfully submitted,

Adrienne F. Craig  
Board Secretary



Book	Board Policy Manual
Section	200 Pupils
Title	Immunizations and Communicable Diseases
Number	203
Status	
Legal	<ol style="list-style-type: none"> <li>1. <u>24 P.S. 1303a</u></li> <li>2. <u>28 PA Code 23.81 et seq</u></li> <li>3. <u>28 PA Code 23.85</u></li> <li>4. <u>22 PA Code 11.20</u></li> <li>5. <u>28 PA Code 23.83</u></li> <li>6. <u>28 PA Code 23.84</u></li> <li>7. <u>28 PA Code 27.77</u></li> <li>8. Pol. 200</li> <li>9. Pol. 201</li> <li>10. <u>28 PA Code 23.86</u></li> <li>11. <u>28 PA Code 27.71</u></li> <li>12. <u>28 PA Code 27.72</u></li> <li>13. Pol. 204</li> <li>14. <u>28 PA Code 27.1</u></li> <li>15. <u>28 PA Code 27.2</u></li> <li>16. <u>28 PA Code 27.23</u></li> <li>17. <u>22 PA Code 4.29</u></li> <li>18. <u>22 PA Code 4.4</u></li> <li>19. Pol. 105.1</li> <li>20. <u>24 P.S. 1402</u></li> <li>21. Pol. 209</li> <li>22. <u>24 P.S. 1409</u></li> <li>Pol. 105.2</li> </ol>

### **Authority**

In order to safeguard the school community from the spread of certain communicable diseases,

the Board requires that established policy and administrative regulations be followed by students, parents/guardians and district staff.[1][2]

### **Guidelines**

#### **Immunization**

All students shall be immunized against specific diseases in accordance with state law and regulations, unless specifically exempt for religious or medical reasons.

A certificate of immunization shall be maintained as part of the health record for each student, as required by the Pennsylvania Department of Health.[3]

A student who has not been immunized in accordance with state regulations shall not be admitted to or permitted to attend district schools, unless exempted for medical or religious reasons or provisionally admitted by the Superintendent.[1][4][5][6][3]

A student shall be exempt from immunization requirements whose parent/guardian objects in writing to such immunization on religious grounds or whose physician certifies that the student's physical condition contraindicates immunization.[1][4][5][6]

Monitoring of immunization requirements shall be the responsibility of the Superintendent or designee and the head nurse.1]

The Superintendent or designee shall:

1. Annually review state standards for immunization and direct the responsible district personnel accordingly.
2. Ensure that parents/guardians are informed prior to a student's admission to school of the requirements for immunization, the requisite proof of immunization, exemption available for religious or medical reasons, and means by which such exemptions may be claimed.[1][5][6][3][8][9]
3. Investigate and recommend to the Board district-sponsored programs of immunization that may be warranted to safeguard the health of the school community. Such program shall be subject to Board approval and may be conducted in cooperation with local health agencies.

The Superintendent or designee shall report immunization data on the required form to the Department of Health by October 15 of each year.[10]

### **Communicable Diseases**

The Board authorizes that students who have been diagnosed by a physician or are suspected of having a disease by the school nurse shall be excluded from school for the period indicated by regulations of the Department of Health for certain specified diseases and infectious conditions.[11][12][13]

The school nurse shall report the presence of suspected communicable diseases to the appropriate local health authority, as required by the Department of Health.[14][15][16]

**The Superintendent or designee shall direct that health guidelines and universal precautions designed to minimize the transmission of communicable diseases be implemented in district schools.**

Instruction regarding prevention of communicable and life-threatening diseases shall be provided by the schools in the educational program for all levels, in accordance with state regulations.[17]

Parents/Guardians shall be informed of and be provided opportunities during school hours to review all curriculum materials used in instruction relative to communicable and life-threatening diseases.[18][17][19]

### **Health Records**

A comprehensive health record shall be maintained for each student enrolled in the district. The record shall include the results of required tests, measurements, screenings, regular and special examinations, and medical questionnaires.[20][21]

All health records shall be confidential, and their contents shall be divulged only when necessary for the health of the student or to a physician at the written request of the parent/guardian.[22]



Book	Board Policy Manual
Section	200 Pupils
Title	Health Examinations/Screenings
Number	209
Status	
Legal	<u>1. 24 P.S. 1401</u> <u>2. 24 P.S. 1402</u> <u>3. 24 P.S. 1403</u> <u>4. 22 PA Code 12.41</u> <u>5. 24 P.S. 1407</u> <u>6. 28 PA Code 23.1 et seq</u> <u>7. 24 P.S. 1419</u> <u>8. 28 PA Code 23.45</u> <u>9. 24 P.S. 1406</u> <u>10. 24 P.S. 1405</u> <u>11. 28 PA Code 23.2</u> <u>12. 20 U.S.C. 1232h</u> <u>13. 24 P.S. 1409</u> 14. Pol. 216 15. Pol. 800 <u>24 P.S. 1401-1419</u> <u>22 PA Code 403.1</u>

### **Authority**

In compliance with the School Code, the Board shall require that district students submit to health and dental examinations in order to protect the school community from the spread of communicable disease and to ensure that the student's participation in health, safety and physical education courses meets his/her individual needs and that the learning potential of each student is not lessened by a remediable physical disability.[1][2][3][4]

### **Guidelines**

Each student shall receive a comprehensive health examination conducted by the school



physician upon original entry, in sixth grade, and in eleventh grade.[2][5][4]

Each student shall receive a comprehensive dental examination conducted by the school dentist upon original entry, in third grade, and in seventh grade.[3][5][4]

A private health and/or dental examination conducted at the parents'/guardians' request and expense shall be accepted in lieu of the school examination. The district shall accept reports of privately conducted physical and dental examinations completed within one (1) year prior to a student's entry into the grade where an exam is required.[5]

The school nurse or medical technician shall administer to each student vision tests, hearing tests, tuberculosis tests, other tests deemed advisable, and height and weight measurements, at intervals established by the district. Height and weight measurements shall be used to calculate the student's weight-for-height ratio.[2][4][6]

A student who presents a statement signed by the parent/guardian that a medical examination is contrary to his/her religious beliefs shall be examined only when the Secretary of Health determines that the student presents a substantial menace to the health of others.[7][8]

Where it appears to school health officials or teachers that a student deviates from normal growth and development, or where school examinations reveal conditions requiring health or dental care, the parent/guardian shall be informed; and a recommendation shall be made that the parent/guardian consult a private physician or dentist. The parent/guardian shall be required to report to the school the action taken subsequent to such notification. If the parent/guardian fails to report the action taken, the school nurse or school physician shall arrange a special medical examination for the student.[2][9][4]

Parents/Guardians of students who are to receive physical and dental examinations or screenings shall be notified. The notice shall include the date and location of the examination or screening and notice that the parent/guardian may attend or may have the examination or screening conducted privately at the parent's/guardian's expense. Such statement may also include notification that the student may be exempted from such examination or screening if it is contrary to the parent's/guardian's religious beliefs.[10][11][12]

### **Health Records**

The district shall maintain for each student a comprehensive health record which includes a record of immunizations and the result of tests, measurements, regularly scheduled examinations and special examinations.[2]

All health records shall be confidential and shall be disclosed only when necessary for the health of the student or when requested by the parent/guardian, in accordance with law and Board policy.[13][14]

Designated district staff shall request from the transferring school the health records of students transferring into district schools. Staff shall respond to such requests for the health records of students transferring from district schools to other schools.[13]

The district shall destroy student health records only after the student has not been enrolled in district schools for at least two (2) years.[13][15]

**Delegation of Responsibility**

The Superintendent or designee shall instruct all staff members to continually observe students for conditions that indicate health problems or disability and to promptly report such conditions to the school nurse.[2]

The Superintendent or designee shall ensure that notice is provided to all parents/guardians regarding the existence of and eligibility for the Children's Health Insurance Program (CHIP).[9]



Book	Board Policy Manual
Section	200 Pupils
Title	Medications
Number	210
Status	
Legal	<u>1. 24 P.S. 510</u> <u>2. 22 PA Code 12.41</u> <u>3. 42 Pa. C.S.A. 8337.1</u> 4. Pol. 103.1 5. Pol. 113 <u>6. 24 P.S. 1409</u> 7. Pol. 216 <u>8. 24 P.S. 1414.1</u> 9. Pol. 210.1 10. Pol. 121 <u>24 P.S. 1401</u> <u>24 P.S. 1402</u>

Pennsylvania Department of Health "Guidelines for Pennsylvania Schools for the Administration of Medications and Emergency Care" March 2010

### **Purpose**

The Board shall not be responsible for the diagnosis and treatment of student illness. The administration of prescribed medication to a student during school hours in accordance with the direction of a parent/guardian and licensed prescriber will be permitted only when failure to take such medicine would jeopardize the health of the student or the student would not be able to attend school if the medicine were not available during school hours.

### **Definitions**

For purposes of this policy, medication shall include all medicines prescribed by a licensed prescriber and any over-the-counter medicines.

For purposes of this policy, licensed prescribers shall include licensed physicians (M.D. and D.O.), podiatrists, dentists, optometrists, certified registered nurse practitioners and physicians assistants.

**Authority**

**The Board directs all district employees to comply with the Pennsylvania Department of Health's Guidelines for Pennsylvania Schools for the Administration of Medications and Emergency Care.**

**Before any medication may be administered to or by any student during school hours, the Board shall require the written request of the parent/guardian, giving permission for such administration.[1][2]**

**Delegation of Responsibility**

**The Superintendent or designee, in conjunction with the Certified School Nurse (CSN), shall develop administrative regulations for the administration and self-administration of students' medications.**

**All medications shall be administered by the Certified School Nurse, or in the absence of the Certified School Nurse by other licensed school health staff (RN, LPN), except as otherwise noted in this policy.**

**In the event of an emergency, a district employee may administer medication when s/he believes, in good faith, that a student needs emergency care.[3]**

**The Certified School Nurse shall collaborate with parents/guardians, district administration, faculty and staff to develop an individualized healthcare plan to best meet the needs of individual students.[4][5]**

**The policy and administrative regulations for administration of medications shall be reviewed and revised as necessary, at least every two (2) years, by a committee consisting of the Certified School Nurse, ~~school physician, school dentist,~~ and designated administrators ~~and revised as necessary.~~**

**Guidelines**

**The district shall inform all parents/guardians, students and staff about the policy and administrative regulations governing the administration of medications.**

**All standing medication orders and parental consents shall be renewed at the beginning of each school year.**

**Student health records shall be confidential and maintained in accordance with state and federal laws and regulations and the Department of Health Guidelines.[6][7]**

**Students may possess and use asthma inhalers and epinephrine auto-injectors when permitted in accordance with state law and Board policy.[8][9]**

**Delivery and Storage of Medications**

**All medication shall be brought to the nurse's office, or the main office if the nurse is**

in another building, by the parent/guardian or by another adult designated by the parent/guardian. All medication shall be stored in the original pharmacy-labeled container and kept in a locked cabinet designated for storage of medication. Medications that require refrigeration shall be stored and locked in a refrigerator designated only for medications. The district shall not store more than a thirty-day supply of an individual student's medication.

Medication should be recorded and logged in with the date, name of student, name of medication, amount of medication, and signatures of the parent/guardian or designated adult delivering the medication and the school health personnel receiving the medication.

Nonprescription medication must be delivered in its original packaging and labeled with the student's name.

Prescription medication shall be delivered in its original packaging and labeled with:

1. Name, address, telephone and federal DEA (Drug Enforcement Agency) number of the pharmacy.
2. Student's name.
3. Directions for use (dosage, frequency and time of administration, route, special instructions).
4. Name and registration number of the licensed prescriber.
5. Prescription serial number.
6. Date originally filled.
7. Name of medication and amount dispensed.
8. Controlled substance statement, if applicable.

All medication shall be accompanied by a completed Medication Administration Consent and Licensed Prescriber's Medication Order Form, or other written communication from the licensed prescriber.

### **Disposal of Medications**

Procedures shall be developed for the disposal of medications consistent with the Department of Health Guidelines, which shall include:

1. Guidelines for disposal of contaminated needles or other contaminated sharp materials immediately in an appropriately labeled, puncture resistant container.
2. Processes for immediately returning to parents/guardians all discontinued and outdated medications, as well as all unused medications at the end of the school year.
3. Methods for safe and environmentally friendly disposal of medications.

4. Proper documentation of all medications returned to parents/guardians and for all medications disposed of by the Certified School Nurse or other licensed school health staff. Documentation shall include, but not be limited to, date, time, amount of medication and appropriate signatures.

#### **Student Self-Administration of Emergency Medications**

Prior to allowing a student to self-administer emergency medication, the district shall require the following:[9]

1. An order from the licensed prescriber for the medication, including a statement that it is necessary for the student to carry the medication and that the student is capable of self-administration.
2. Written parent/guardian consent.
3. An Individual Health Plan including an Emergency Care Plan.
4. The nurse shall conduct a baseline assessment of the student's health status.
5. The student shall demonstrate administration skills to the nurse and responsible behavior.

The nurse shall provide periodic and ongoing assessments of the student's self-management skills.

The student shall notify the school nurse (classroom teacher - elementary) immediately following each occurrence of self-administration of medication.

Students shall demonstrate a cooperative attitude in all aspects of self-administration of medication. Privileges for self-administration of medication will be revoked if school policies regarding self-administration are violated.

#### **Administration of Medication During Field Trips and Other School-Sponsored Activities**

The Board directs planning for field trips and other school-sponsored activities to start early in the school year and to include collaboration between administrators, teachers, nurses, appropriate parents/guardians and other designated health officials.[10]

Considerations when planning for administration of medication during field trips and other school-sponsored programs and activities shall be based on the student's individual needs and may include the following:

1. Assigning school health staff to be available.
2. Utilizing a licensed person from the school district's substitute list.
3. Contracting with a credible agency which provides temporary nursing services.

- 4. Utilizing licensed volunteers via formal agreement that delineates responsibilities of both the school and the individual.**
- 5. Addressing with parent/guardian the possibility of obtaining from the licensed prescriber a temporary order to change the time of the dose.**
- 6. Asking parent/guardian to accompany the child on the field trip, with proper clearances.**
- 7. Arranging for medications to be provided in an original labeled container with only the amount of medication needed.**

**Security procedures shall be established for the handling of medication during field trips and other school-sponsored activities.**

 210-Attach.doc (42 KB)



Book	Board Policy Manual
Section	200 Pupils
Title	Possession/Use of Asthma Inhalers/Epinephrine Auto-Injectors
Number	210.1
Status	
Legal	<u>1. 24 P.S. 1414.1</u> 2. Pol. 103.1 <u>3. 24 P.S. 1401</u> <u>4. 22 PA Code 12.41</u> <u>5. 24 P.S. 1409</u> 6. Pol. 216 7. Pol. 113.1 8. Pol. 218 9. Pol. 227 <u>10. 22 PA Code 12.3</u>

### **Authority**

The Board shall permit students in district schools to possess asthma inhalers and epinephrine auto-injectors and to self-administer the prescribed medication in compliance with state law and Board policy. [1][2]

### **Definitions**

**Asthma inhaler** shall mean a prescribed device used for self-administration of short-acting, metered doses of prescribed medication to treat an acute asthma attack. [3]

**Epinephrine auto-injector** shall mean a prescribed disposable drug delivery system designed for the self-administration of epinephrine to provide rapid first aid for persons suffering the effects of anaphylaxis.

**Self-administration** shall mean a student's use of medication in accordance with a prescription or written instructions from a licensed physician, certified registered nurse practitioner or physician assistant.

### **Guidelines**



Before a student may possess or use an asthma inhaler or epinephrine auto-injector in the school setting, the Board shall require the following:[1][4]

1. A written request from the parent/guardian that the school complies with the order of the licensed physician, certified registered nurse practitioner or physician assistant.
2. A written statement from the parent/guardian acknowledging that the school is not responsible for ensuring the medication is taken and relieving the district and its employees of responsibility for the benefits or consequences of the prescribed medication.
3. A written statement from the licensed prescriber ~~physician, certified registered nurse practitioner or physician assistant~~ that states:

- a. Name of the drug.
- b. Prescribed dosage.
- c. Times medication is to be taken.
- d. Length of time medication is prescribed.
- e. Diagnosis or reason medication is needed, unless confidential.
- f. Potential serious reaction or side effects of medication.
- g. Emergency response.
- h. If child is qualified and able to self-administer the medication.

The student shall notify the school nurse immediately following each use of an asthma inhaler or epinephrine auto-injector.[1]

The district reserves the right to require a statement from the licensed prescriber ~~physician, certified registered nurse practitioner or physician assistant~~ for the continued use of a medication beyond the specified time period.[1]

A written request for student use of an asthma inhaler and/or epinephrine auto-injector shall be submitted annually, along with required written statements from the parent/guardian and an updated prescription.[1]

Student health records shall be confidential and maintained in accordance with state and federal laws and regulations.[5][6]

A student whose parent/guardian completes the written requirements for the student to possess an asthma inhaler or epinephrine auto-injector and to self-administer the prescribed medication in the school setting shall demonstrate to the school nurse the competency for self-administration and responsible behavior in use of the medication. Determination of competency for self-administration shall be based on the student's age, cognitive function, maturity and demonstration of responsible behavior.[1]

Students shall be prohibited from sharing, giving, selling, and using an asthma inhaler or epinephrine auto-injector in any manner other than which it is prescribed

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. Violations of this policy shall result in loss of privilege to self-carry the asthma inhaler or epinephrine auto-injector and disciplinary action in accordance with Board policy.[1][7][8][9]

If the district denies a student's request to self-carry an asthma inhaler or epinephrine auto-injector or the student has lost the privilege of self-carrying an asthma inhaler or epinephrine auto-injector, the student's prescribed medication shall be appropriately stored at a location in close proximity to the student. The student's classroom teachers shall be informed where the medication is stored and the means to access the medication.[1]

The district shall annually distribute to students and parents/guardians this policy along with the Code of Student Conduct.[1][10][8]

The district shall post this policy on the district website, if available.[1]

#### **Delegation of Responsibility**

The Superintendent or designee, in conjunction with the school nurse(s), may develop administrative regulations for student possession of asthma inhalers or epinephrine auto-injectors and self-administration of prescribed medication.



<b>Book</b>	Board Policy Manual
<b>Section</b>	200 Pupils
<b>Title</b>	Electronic Devices
<b>Number</b>	237
<b>Status</b>	
<b>Legal</b>	<u>1. 24 P.S. 510</u> <u>2. 24 P.S. 1317.1</u> 3. Pol. 218 4. Pol. 122 5. Pol. 123 6. Pol. 226 7. Pol. 233 8. Pol. 113 Pol. 815

### **Purpose**

The Board adopts this policy in order to maintain an educational environment that is safe and secure for district students and employees.

### **Definition**

Electronic devices shall include all devices that can take photographs; record audio or video data; store, transmit or receive messages or images; or provide a wireless, unfiltered connection to the Internet. Examples of these electronic devices include, but shall not be limited to, radios, walkmans, CD players, iPods, MP3 players, DVD players, handheld game consoles, Personal Digital Assistants (PDAs), cellular telephones, BlackBerries, and laptop computers, as well as any new technology developed with similar capabilities.

### **Authority**

The Board prohibits use of electronic devices by students during the school day in district buildings; on district property; on district buses and vehicles; during the time students are under the supervision of the district; and in locker rooms, bathrooms, health suites and other changing areas at any time.[1]

The Board prohibits possession of laser pointers and attachments and telephone paging

**devices/beepers by students in district buildings; on district property; on district buses and vehicles; and at school-sponsored activities.[2]**

The district shall not be liable for the loss, damage or misuse of any electronic device.

### **Electronic Images and Photographs**

The Board prohibits the taking, storing, disseminating, transferring, viewing, or sharing of obscene, pornographic, lewd, or otherwise illegal images or photographs, whether by electronic data transfer or other means, including but not limited to texting and emailing.

Because such violations may constitute a crime under state and/or federal law, the district may report such conduct to state and/or federal law enforcement agencies.

### **Off-Campus Activities**

This policy shall also apply to student conduct that occurs off school property and would otherwise violate the Code of Student Conduct if any of the following circumstances exist:[3]

1. The conduct occurs during the time the student is traveling to and from school or traveling to and from school-sponsored activities, whether or not via school district furnished transportation.
2. The student is a member of an extracurricular activity and has been notified that particular off-campus conduct could result in exclusion from such activities.  
[4][5]
3. Student expression or conduct materially and substantially disrupts the operations of the school, or the administration reasonably anticipates that the expression or conduct is likely to materially and substantially disrupt the operations of the school.
4. The conduct has a direct nexus to attendance at school or a school-sponsored activity, for example, a transaction conducted outside of school pursuant to an agreement made in school, that would violate the Code of Student Conduct if conducted in school.
5. The conduct involves the theft or vandalism of school property.
6. There is otherwise a nexus between the proximity or timing of the conduct in relation to the student's attendance at school or school-sponsored activities.

### **Delegation of Responsibility**

The Superintendent or designee shall annually notify students, parents/guardians and employees about the Board's electronic device policy.

The Superintendent or designee shall develop administrative regulations to implement this policy.

**Guidelines**

Violations of this policy by a student shall result in disciplinary action and may result in confiscation of the electronic device.[3][6][7]

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

**Exceptions**

**The building administrator may grant approval for possession and use of an electronic device by a student for the following reasons:**

1. Health, safety or emergency reasons.
2. An individualized education program (IEP).[8]
3. Classroom or instructional-related activities.
4. Other reasons determined appropriate by the building principal.

**The building administrator may grant approval for possession and use of a telephone paging device/beeper by a student for the following reasons:[2]**

1. Student is a member of a volunteer fire company, ambulance or rescue squad.
2. Student has a need due to the medical condition of an immediate family member.
3. Other reasons determined appropriate by the building principal.



Book	Board Policy Manual
Section	700 Property
Title	Cellular Telephones
Number	717
Status	
Legal	1. Pol. 624 2. Pol. 317 <u>26 U.S.C. 1 et seq</u>

### **Purpose**

The Board recognizes that the use of cellular telephones by district employees may be appropriate and necessary to provide for the effective and efficient operation of the district. In addition, the use of cellular telephones can help to ensure the safety and security of district property, staff, students and others while on district property or engaged in district-sponsored activities.

### **Authority**

The Board authorizes the purchase and employee use of cellular telephones.

Cellular telephones provided to employees by the district shall be used for authorized district business purposes. Personal use of such shall be prohibited, except in emergency situations.[1]

### **Guidelines**

Expenses incurred for personal use of district-provided cellular telephones shall be reimbursed to the district by the employee.

Use of cellular telephones by employees in violation of Board policy, administrative regulations, and/or federal or state laws shall result in discipline, as appropriate.[2]

### **Delegation of Responsibility**

The Superintendent or designee shall determine which employees receive district-provided cellular telephones for business purposes.

The Superintendent or designee shall develop administrative regulations to

**implement this policy, including a uniform and controlled system for identifying employee cellular telephone needs, monitoring employee use, and reimbursement.**

**The Superintendent or designee shall develop administrative regulations for staff use of privately owned cellular telephones for authorized district business.**



<b>Book</b>	<b>Board Policy Manual</b>
<b>Section</b>	<b>800 Operations</b>
<b>Title</b>	<b>Acceptable Use of Internet, Computers and Network Resources</b>
<b>Number</b>	<b>815</b>
<b>Status</b>	



**Legal**

1. 18 U.S.C. 2256
2. 18 Pa. C.S.A. 6312
3. 20 U.S.C. 6777
4. 47 U.S.C. 254
5. 18 Pa. C.S.A. 5903
6. Pol. 218
7. Pol. 233
8. Pol. 317
9. Pol. 103
10. Pol. 103.1
11. Pol. 104
12. Pol. 248
13. Pol. 348
14. Pol. 249
15. Pol. 218.2
16. 24 P.S. 4604
17. 24 P.S. 4610
18. 47 CFR 54.520
19. 24 P.S. 1303.1-A
20. Pol. 237
21. Pol. 814
22. 17 U.S.C. 101 et seq
23. 47 U.S.C. 254
25. 24 P.S. 510
26. Pol. 805.1
27. Pol. 913
28. Pol. 800
29. Pol. 801
- 24 P.S. 4601 et seq
- Pol. 220

**Purpose**

The Board supports use of the computers, Internet and other network resources in the district's instructional and operational programs in order to facilitate learning, teaching and daily operations through interpersonal communications and access to information, research and collaboration.

The Internet and the World Wide Web is a vast information network that links individuals, computers, networks and databased throughout the world. The Internet has the potential to serve as an invaluable resource because it allows immediate access to and download of educational materials. All users must be aware that the Internet's power to access limitless information resources also includes information or materials that lack educational value and can be inaccurate, controversial, objectionable, offensive, defamatory and even illegal. The district shall not condone the use of district technology resources for such purposes. All users shall be held responsible for ensuring use adheres to administrative regulations, rules and applicable Board policies.

The policy provides the terms and conditions that must be accepted by students, parents/guardians, staff, guests and affiliated agencies regarding the acceptable use, rules of behavior and access privileges to the Internet, email correspondence, the use of computer hardware and peripherals and the installation and maintenance of software.

The district provides students, staff and other authorized individuals with access to the district's computers, electronic communication systems and network, which includes Internet access, whether wired or wireless, or by any other means.

The Internet provides new and exciting interactive communication technologies, such as podcasts, blogs, wikis and discussion groups. While such interactive technologies hold great educational potential for learning, such may be disruptive if improperly utilized. Use of such interactive technologies shall be related to district business or have an educational purpose.

For instructional purposes, the use of network facilities shall be consistent with the curriculum adopted by the district as well as the varied instructional needs, learning styles, abilities, and developmental levels of students, as well as the operational needs of the district.

### **Definitions**

The term child pornography is defined under both federal and state law.

Child pornography - under federal law, is any visual depiction, including any photograph, film, video, picture, or computer or computer-generated image or picture, whether made or produced by electronic, mechanical, or other means, of sexually explicit conduct, where:[1]

1. The production of such visual depiction involves the use of a minor engaging in sexually explicit conduct;
2. Such visual depiction is a digital image, computer image, or computer-generated image that is, or is indistinguishable from, that of a minor engaging in sexually explicit conduct; or
3. Such visual depiction has been created, adapted, or modified to appear that an identifiable minor is engaging in sexually explicit conduct.

Child pornography - under state law, is any book, magazine, pamphlet, slide, photograph, film, videotape, computer depiction or other material depicting a child under the age of eighteen (18) years engaging in a prohibited sexual act or in the simulation of such act.[2]

**Commercial purposes shall mean offering goods or services or purchasing goods or services for personal use.**

**The term communication system refers to the entire technological infrastructure and encompasses the collective use of the Internet, Intranet, email, coaxial and wireless telephone, pagers, facsimile machines, computer hardware and peripherals, duplication machines, audio and video recording machines, television, CD/DVD/VCR recorders and players, still and motion picture cameras and projectors, digital environmental control systems, security and safety monitoring systems and any other instrument or device used to transmit and receive electronic literary and/or audio and visual information.**

**The term harmful to minors is defined under both federal and state law.**

**Harmful to minors - under federal law, is any picture, image, graphic image file or other visual depiction that:[3][4]**

- 1. Taken as a whole, with respect to minors, appeals to a prurient interest in nudity, sex or excretion;**
- 2. Depicts, describes or represents in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or lewd exhibition of the genitals; and**
- 3. Taken as a whole lacks serious literary, artistic, political or scientific value as to minors.**

**Harmful to minors - under state law, is any depiction or representation in whatever form, of nudity, sexual conduct, sexual excitement, or sadomasochistic abuse, when it:[5]**

- 1. Predominantly appeals to the prurient, shameful, or morbid interest of minors;**
- 2. Is patently offensive to prevailing standards in the adult community as a whole with respect to what is suitable for minors; and**
- 3. Taken as a whole lacks serious literary, artistic, political, educational or scientific value for minors.**

**Obscene - any material or performance, if:[5]**

- 1. The average person applying contemporary community standards would find that the subject matter taken as a whole appeals to the prurient interest;**
- 2. The subject matter depicts or describes in a patently offensive way, sexual conduct described in the law to be obscene; and**
- 3. The subject matter, taken as a whole, lacks serious literary, artistic, political, educational or scientific value.**

**The term technology resources shall refer to any electronic device and instrument that uses, manages, carries or supports audio, video or data and includes, but is not limited to,**

information that shall be transmitted or received by radio, television, cable, microwave, telephone, computer systems, networks and fax machines.

**Technology protection measure - a specific technology that blocks or filters Internet access to visual depictions that are obscene, child pornography or harmful to minors.[4]**

The term user applies to students enrolled in the district, district employees, substitutes, consultants, contractors, parents/guardians, guests and all affiliated agents.

### **Authority**

The availability of access to electronic information does not imply endorsement by the district of the content, nor does the district guarantee the accuracy of information received. The district shall not be responsible for any information that may be lost, damaged or unavailable when using the network or for any information that is retrieved via the Internet.

The district shall not be responsible for any unauthorized charges or fees resulting from access to the Internet or other network resources.

The Board declares that computer and network use is a privilege, not a right. The district's computer and network resources are the property of the district. Users shall have no expectation of privacy in anything they create, store, send, delete, receive or display on or over the district's Internet, computers or network resources, including personal files or any use of the district's Internet, computers or network resources. The district reserves the right to monitor, track, and log network access and use; monitor files server space utilization by district users; or deny access to prevent unauthorized, inappropriate or illegal activity and may revoke access privileges and/or administer appropriate disciplinary action. The district shall cooperate to the extent legally required with the Internet Service Provider (ISP), local, state and federal officials in any investigation concerning or related to the misuse of the district's Internet, computers and network resources.[6][7][8][16][23][25]

The Board requires all users to fully comply with this policy and to immediately report any violations or suspicious activities to the Superintendent or designee.

The Board establishes the following materials, in addition to those stated in law and defined in this policy, that are inappropriate for access by minors:[4]

1. Defamatory.
2. Inflammatory.
3. Lewd, rude, disrespectful, vulgar, obscene or profane.
4. Threatening.
5. Abusive.
6. Harassing or discriminatory.[9][10][11][12][13]

**7. Bullying.[14]**

**8. Terroristic.[15]**

**9. Criminal.**

**10. Violent.**

**11. Intolerant.**

The district reserves the right to restrict access to any Internet sites or functions it deems inappropriate through established Board policy, or the use of software and/or online server blocking. Specifically, the district operates and enforces a technology protection measure(s) that blocks or filters access to inappropriate matter by minors on its computers used and accessible to adults and students. The technology protection measure shall be enforced during use of computers with Internet access.**[3][4][16]**

Upon request by students or staff, the Superintendent or designee shall expedite a review and may authorize the disabling of Internet blocking/filtering software to enable access to material that is blocked through technology protection measures but is not prohibited by this policy.**[16]**

Upon request by students or staff, building administrators may authorize the temporary disabling of Internet blocking/filtering software to enable access for bona fide research or for other lawful purposes. Written permission from the parent/guardian is required prior to disabling Internet blocking/filtering software for a student's use. If a request for temporary disabling of Internet blocking/filtering software is denied, the requesting student or staff member may appeal the denial to the Superintendent or designee for expedited review.**[3][17]**

### **Delegation of Responsibility**

The district shall make every effort to ensure that this resource is used responsibly by students and staff.

The district shall inform staff, students, parents/guardians and other users about this policy through employee and student handbooks, posting on the district website, and by other appropriate methods. A copy of this policy shall be provided to parents/guardians, upon written request.**[16]**

The district encourages parents/guardians to review this policy and discuss with the student(s) what material shall and shall not be acceptable for access through the district's technology resources.

Users of district networks or district-owned equipment shall, prior to being given access or being issued equipment, sign user agreements acknowledging awareness of the provisions of this policy, and awareness that the district uses monitoring systems to monitor and detect inappropriate use and tracking systems to track and recover lost or stolen equipment.

Student user agreements shall also be signed by a parent/guardian.

Administrators, teachers and staff have a professional responsibility to work together to help students develop the intellectual skills necessary to discern among information sources, to identify information appropriate to their age and developmental levels, and to evaluate and use the information to meet their educational goals.

Students, staff and other authorized individuals have the responsibility to respect and protect the rights of every other user in the district and on the Internet.

Building administrators shall make initial determinations of whether inappropriate use has occurred.

The Superintendent or designee shall be responsible for recommending technology and developing procedures used to determine whether the district's computers are being used for purposes prohibited by law or for accessing sexually explicit materials. The procedures shall include but not be limited to: **[3][4][18]**

1. Utilizing a technology protection measure that blocks or filters Internet access for minors and adults to certain visual depictions that are obscene, child pornography, harmful to minors with respect to use by minors, or determined inappropriate for use by minors by the Board.
2. Maintaining and securing a usage log for users.
3. Monitoring online activities of minors.

The Superintendent or designee shall develop and implement administrative regulations that ensure students are educated on network etiquette and other appropriate online behavior, including: **[4]**

1. Interaction with other individuals on social networking websites and in chat rooms.
2. Cyberbullying awareness and response. **[14][19]**

The Instructional Technology Specialist or designee shall be authorized to install hardware and devices.

### **Guidelines**

The Board supports and promotes positive and effective digital citizenship among all district users.

Network accounts shall be used only by the authorized owner of the account for its approved purpose. Network users shall respect the privacy of other users on the system.

Employee access to technologies and communication systems shall immediately cease when the user shall no longer be employed with the district.

Student access to technologies and communication systems shall immediately cease when the student shall no longer be enrolled in the district.

### **Safety**

It is the district's goal to protect users of the network from harassment and unwanted or unsolicited electronic communications. Any network user who receives threatening or unwelcome electronic communications or inadvertently visits or accesses an inappropriate site shall report such immediately to a teacher, administrator or designated district employee. Network users shall not reveal personal information to other users on the network, including chat rooms, email, social networking websites, etc.

Internet safety measures shall effectively address the following:[4][18]

1. Control of access by minors to inappropriate matter on the Internet and World Wide Web.
2. Safety and security of minors when using electronic mail, chat rooms, and other forms of direct electronic communications.
3. Prevention of unauthorized online access by minors, including "hacking" and other unlawful activities.
4. Unauthorized disclosure, use, and dissemination of personal information regarding minors.
5. Restriction of minors' access to materials harmful to them.

### **Prohibitions**

All users are expected to act in a responsible, ethical and legal manner in accordance with district policy, accepted rules of network etiquette, and federal and state law. Specifically, the following uses are prohibited:

1. Facilitating illegal activity.
2. Engaging in any unauthorized commercial, for-profit or any business purpose.
3. Engaging in unauthorized fundraising or advertising on behalf of the district or nonschool organizations.[27]
4. Engaging in activities that shall not support learning, instruction or operational and/or support processes.
5. Product advertisement or political lobbying.
6. Bullying/Cyberbullying.[14][19]
7. Hate mail, discriminatory remarks, and offensive or inflammatory communication.
8. Unauthorized or illegal installation, distribution, reproduction, or use of copyrighted materials.
9. Wasting or overloading computer resources, such as printing large quantities of a document from a workstation.

10. **Accessing, sending, receiving, transferring, viewing, sharing, displaying or downloading obscene, pornographic, lewd, or otherwise illegal materials, images, text, audio or photographs.[20]**
11. **Access by students and minors to material that is harmful to minors or is determined inappropriate for minors in accordance with Board policy.**
12. **Inappropriate language or profanity.**
13. **Transmission or reproduction of material(s) that are slanderous, defamatory, likely to be offensive or objectionable to recipients or that otherwise violate existing laws and regulations.**
14. **Inappropriate mass mailing, which includes spamming, flooding or bombing.**
15. **Using electronic mail to harass or threaten others, including sending repeated, unwanted mail to another user.**
16. **Initiating or propagating electronic chain letters.**
17. **Intentional obtaining or modifying of files, passwords, and data belonging to other users.**
18. **Impersonation of another user, anonymity and pseudonyms.**
19. **Forging the identity of a user or machine in an electronic communication.**
20. **Fraudulent copying, communications, or modification of materials in violation of copyright laws.[21]**
21. **Loading or using of unauthorized games, programs, files or other electronic media.**
22. **Deliberately or carelessly installing or running a program intended to damage or to place excessive burden on a district computer system or network, including but not limited to, programs known as computer viruses, Trojan Horses and worms.**
23. **Unauthorized scanning of the district's technology systems for security vulnerabilities.**
24. **Activities that serve no educational or operational purpose.**
25. **Interfering with the normal operation of district Internet, computers or network resources or the work of other users.**
26. **Destruction, modification, abuse or unauthorized access to network hardware, software and files.**
27. **Accessing the Internet, district computers or other network resources without authorization.**
28. **Unauthorized use of routers or switches, or configuring wireless technology, attempting to create network connections, or extending any computer, telephonic device, electronic**



communications system or network services, whether wired, wireless, cable or by other means.

29. Attempting to circumvent data protection or uncover security loopholes and/or decrypt intentionally secure data.
30. Unauthorized use of encryption software from any access point on district equipment or property.
31. Disabling or bypassing the Internet blocking/filtering software without authorization.
32. Accessing, sending, receiving, transferring, viewing, sharing or downloading confidential information without authorization.
33. Unauthorized use of a computer account, including trespassing in another user's folders, work, files or emails.
34. Revealing any personal information about any users on web sites, blogs, podcasts, videos, wikis, email or as content on any other electronic medium that is accessible to the general public and in violation of state and federal laws concerning privacy.
35. Quoting of personal communications in a public forum without the original author's prior consent.
36. Installation of personal software on district-owned hardware.
37. Unauthorized connection of equipment, including nondistrict-owned personal computers or other Internet accessible devices on district premises, property or district events, to Internet, computers and/or network resources.
38. Unauthorized installation of computer hardware, peripheral devices, network hardware or system hardware to Internet, computers and/or network resources.

### **Security**

System security is protected through the use of passwords. Failure to adequately protect or update passwords could result in unauthorized access to personal or district files. To protect the integrity of the system, these guidelines shall be followed:

1. Employees and students shall not reveal their passwords to another individual.
2. Users are not to use a computer that has been logged in under another student's or employee's name.
3. Any user identified as a security risk or having a history of problems with other computer systems may be denied access to the network.
4. Users must notify the designated district staff if a possible security problem has been identified.

### **Copyright**

The illegal use of copyrighted materials, such as but not limited to, software, music, sound files, movies, images or other copyrighted materials without the specific written permission of the copyright owner is generally prohibited. Any data uploaded to or downloaded from the network shall be subject to fair use guidelines and applicable laws and regulations.  
[21][22]

Approved software installed on district-owned hardware shall be licensed by the district. Such license and the applicable purchase documentation shall be on file in the designated office.

### **District Website**

The district shall establish and maintain a website and shall develop and modify its web pages to present information about the district under the direction of the Superintendent or designee. All users publishing content on the district website shall comply with this and other applicable district policies.

Users shall not copy or download information from the district website and disseminate such information on unauthorized web pages without authorization from the building principal.

### **Archive and Backup**

Archive and backup shall be in accordance with applicable Board policy.[28][29]

### **Limitations of Liability**

The district makes no warranties of any kind, either expressed or implied, that the functions or services provided by or through the district's systems shall be error-free or without defect.

The district shall not warrant the effectiveness of Internet filtering. The district shall not be responsible for material that shall be retrieved through the Internet or the consequences that may result from them.

The district shall not be responsible for any damages users may suffer, including, but not limited to, information that may be lost, damaged, delayed or unavailable when using the computers, network and electronic communications systems.

In no event shall the district be liable to the user for any damages, whether direct, indirect, special or consequential, arising from the use of district systems.

### **Consequences for Inappropriate Use**

The network user shall be responsible for damages to the equipment, systems, and software resulting from deliberate or willful acts.[16]

Illegal use of the network; intentional deletion or damage to files or data belonging to others; copyright violations; and theft of services shall be reported to the appropriate legal authorities for possible prosecution.

General rules for behavior and communications apply when using the Internet, in addition to

the stipulations of this policy.

Vandalism shall result in loss of access privileges, disciplinary action, and/or legal proceedings. Vandalism is defined as any malicious attempt to harm or destroy data of another user, Internet or other networks; or damage of district technology resources. This includes, but is not limited to, uploading or creating computer viruses.

Failure to comply with this policy or inappropriate use of the Internet, district network or computers shall result in usage restrictions, loss of access privileges, disciplinary action, and/or legal proceedings.[6][7][8]

A user account may be subject to search by law enforcement agencies under court order if such account contain information that may be used as evidence in a court of law.[26]

*Modified by Barbara McCune 8:00 on October 12, 2016*



# Crabtree, Rohrbaugh & Associates Architects

401 East Winding Hill Road  
Mechanicsburg, Pennsylvania 17055  
phone: (717) 458-0272 - fax: (717) 458-0047

Contractor: eci Construction, LLC

Address: 124 W. Church Street

Address:

City, State, ZIP: Dillsburg, PA 17019

Project : Jersey Shore E.S.

Address:

Change Order No: 37

Date: 10/20/2016

Architect's Project No: 2440

The contract is changed as follows:

Contract Type: General

Contract Date: 4/16/2013

Add
Deduct \$16,278.00

FINAL CREDIT for outstanding, District-requested credits & eci Construction's response.

Additional Documentation Attached



***This Change Order is not valid until signed by the Owner, Architect, and Contractor.***

Original Contract Amount	\$	6,389,220.00
Net Change by previous Change Orders	\$	490,289.53
Contract Amount prior to this Change Order	\$	6,879,509.53
Net Change by this Change Order	\$	(16,278.00)
Contract Amount after this Change Order	\$	6,863,231.53

Contract Time adjustment as a result of this Change Order  
Date of Substantial Completion as of this Change Order

0 Days

**Architect**

Crabtree Rohrbaugh & Assoc.  
401 East Winding Hill Road  
Third Floor  
Mechanicsburg PA 17055

**Contractor**

eci Construction, LLC  
124 W. Church Street  
Dillsburg, PA 17019

**Owner**

Jersey Shore Area S.D.  
175 A & P Drive  
Jersey Shore, PA 17740

By: 

By: 

By: \_\_\_\_\_

Date: 10/20/16

Date: 10/24/16

Date: \_\_\_\_\_



**Crabtree, Rohrbaugh & Associates  
Architects**

401 East Winding Hill Road  
Mechanicsburg, Pennsylvania 17055  
phone: (717) 458-0272 - fax: (717) 458-0047

April 7, 2016

eciConstruction  
Dave Noss  
124 West Church Street  
Dillsburg, PA 17019

**Re: Contract Closeout  
Jersey Shore Area Elementary School  
Jersey Shore Area School District  
CRA Project No. 2440**

Dave,

This letter is in follow-up to your e-mail of March 16, 2016 regarding close-out of your contract and CRA's continued attempts to get eciConstruction to submit credit change order proposals for contract work that was never performed.

Below is a summary of outstanding items:

1. eci PCO's 77, 78, 81 and 83: Provided that reasonable credits are offered by eci for the non-performed Work, the district will agree, and take no exception.
2. eci PCO 76: Neither the Owner nor CRA will assume responsibility for Work damaged during construction, nor participate in determining the party who caused the damage; therefore this PCO is denied. If it so wishes, eci may pursue reimbursement from the responsible contractor.
3. eci's PCO 77: eciConstruction, as the Lead Prime Contractor, was responsible for the schedule and for overall coordination of the work of other prime contractors as it pertains to schedule management. This coordination was of particular importance during the first summer of the Work where time was of the essence. Neither the Owner nor CRA will assume responsibility for any prime contractor's failure to coordinate the Work or to meet schedule; therefore this PCO is denied. If it so wishes, eci may pursue reimbursement from the responsible prime contractor.
4. eci's PCO 80: This issue was caused by eci's roofing subcontractor not properly installing the membrane to the roof curb. Neither the Owner nor CRA will assume responsibility for the performance of any of eci's subcontractors; therefore this PCO is denied. If it so wishes, eci may pursue reimbursement from its subcontractor.
5. eciConstruction never performed the Work associated with demolition and disposal of the frost wall and concrete slab located at the existing vestibule at the end of Wing C. CRA has estimated a reasonable value for this Work of \$2,500 and requests that a credit be offered by eciConstruction in this amount.
6. eciConstruction never performed the Work associated with removal and replacement of the terrazzo in Lobby B216. CRA has estimated a reasonable value for this Work of \$8,500 and requests that a credit be offered by eciConstruction in this amount.
7. eciConstruction never performed the Work associated with demolition and disposal of approximately 2,500 sf of existing ceiling tile due to the presence of residual asbestos. The district paid a change order to the abatement contractor, Prism Response to perform this work. CRA has estimated a reasonable value for this Work at \$.50/sf for a total of \$1,250 (vs. the Prism change order amount of \$5,180) and requests that a credit be offered by eciConstruction in this amount.

8. eciConstruction did not supply the required floor sealer for the new VCT, and in lieu thereof, used sealer purchased and provided by the district. At the time of this Work, eci stated they would credit the costs of the sealer back to the district, which never occurred. CRA has estimated a reasonable value for this sealer of \$2,500 and requests that a credit be offered by eciConstruction in this amount.
9. eciConstruction never performed the Work associated with the deletion of Inlet I-11 and in lieu thereof, piped stormwater to Inlet I-10. CRA (through CenterPoint Engineering) has estimated a reasonable value for this Work of \$13.50/lf for a total of \$1147.50 and requests that a credit be offered by eciConstruction in this amount.
10. eciConstruction never performed the Work associated with the new domestic water line across the site and in lieu thereof, reused the existing domestic water line. CRA (through CenterPoint Engineering) has estimated a reasonable value for this Work of \$31.50/lf for 500 linear feet and a total of \$15,750 and requests that a credit be offered by eciConstruction in this amount.

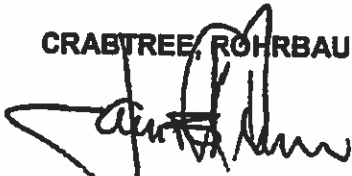
In summary, when you add together eci's PCO's that are conditionally accepted by the district (CREDIT of \$898.00), and the reasonable credits for Contract work never performed by eciConstruction, (CREDIT of \$31,597.50), the new change order amount totals a CREDIT to the Jersey Shore Area School District of \$32,495.50.

Please advise us when a check for this amount will be sent to the District so that we can close out eciConstruction's Contract.

If you have any questions, please do not hesitate to give me a call.

Sincerely,

CRABTREE, ROHRBAUGH & ASSOCIATES



J. Brian Haines, AIA  
Director Sr. Project Manager

124 West Church Street  
P.O. Box 459  
Dillsburg, PA 17019-0459  
717.638.3000  
F 717.638.3001  
Estimating fax 717.638.3002

September 22, 2016

**eci**Construction

Crabtree, Rohrbaugh, & Associates  
Brian Haines  
401 East Winding Hill Road  
Mechanicsburg, PA 17055

Re: Jersey Shore Area Elementary School  
Project Closeout response

Brian,

eciConstruction has been trying to close out the Jersey Shore Elementary School project since its completion in August of 2014. Dave Noss from our office has corresponded with Bob Nesbit numerous time trying get the remaining change orders finalized to no avail, Dave even drove up to the school district to meet with Mr. Nesbit and the district to discuss the change orders and was told he could not enter the meeting. I understand you and I have not been closely involved to the extent of Dave and Bob but I'm hoping eciConstruction and the Jersey Area School District can come to an agreement to close out this project once and for all.

We are not in agreement with the resolution provided in your letter. Following is a summary of the outstanding change orders along with our explanation and our offer to settle the pending credits and change orders.

**Change order # / Credit description**

	<b><u>CRA Value</u></b>	<b><u>eci Value</u></b>
1. PCO #77 - Laundry Room Ceiling	\$648.00	\$648.00
2. PCO #78 - Data Closet Framing	\$1,254.00	\$1,254.00
3. PCO #81 - Credit for dented sink	-\$400.00	-\$400.00
4. PCO #83 - Gas Credit	-\$2,400.00	-\$2,400.00
5. PCO #76 - Damaged Ceiling tile	\$00.00	\$5,364.00
a. The district needed the ceiling tile installed prior to the prime HVAC contractor completing his work, the risk of the tile getting damaged was discussed at that time and eci was not to be responsible for replacing damaged tile caused by the owner's prime contractor. The district was aware of this issue and had plenty of advanced notice to deduct this expenses with its contractor. eci is not responsible to seek these funds from the owners other prime contractors.		
6. PCO #79 - Temporary Window Protection	\$00.00	\$8,074.00
a. The districts abatement contractor worked out of sequence per the phasing plan causing unnecessary temporary protections. This subject was discussed early in the project and all involved understood there would be expenses associated with this work. The district was aware of this issue and had plenty of advanced notice to deduct this expenses with its contractor. eci is not responsible to seek these funds from the owners other prime contractors.		

7. PCO #80 – Roof Curb Repair		\$00.00	\$1,220.00
a. The flashing was installed correctly to the roof curb. The roofing insulation and membrane was damaged by the unit malfunctioning. Excessive air pressure built up inside the curb caused by a fault in the unit damaged the insulation and membrane. The district was aware of this issue and had plenty of advanced notice to deduct these expenses with its contractor. eci is not responsible to seek these funds from the owners other prime contractors.			
8. A/E Requesting credit for not removing vestibule concrete		-\$2,500.00	\$00.00
a. The concrete in question was actually a ceiling over a crawlspace which was also carrying adjacent exterior partitions, removing this concrete was never intended as it would have caused greater problems. Eci did in fact pour a leveling concrete pad over this area. No credit due.			
9. A/E requesting credit for not replacing Lobby B216 Terrazzo		-\$8,500.00	\$00.00
a. A discussion between the A/E and school district changed the finishes in this area, in lieu of removing the terrazzo it was agreed eci would fill in 4 to 5 voids in the floor, infill the existing walk off mat recessed areas and cover the entire area with a walk off mat. There is no credit			
10. AE/ requesting a credit for ceiling tile removed by Asbestos Prime		-\$1,250.00	\$00.00
a. After removing a portion of the ceiling tile it was determined the acoustical tile contained residual asbestos from pipes above. Pursuant to the contract documents all asbestos work would be performed by the owner's prime contractor. The delay and sequence adjustment caused by this unforeseen condition caused inefficiency in our work. There is no credit for this work.			
11. Credit for owner supplied Floor Sealer		-\$2,500.00	-\$850.00
a. eciConstruction's cleaning subcontract confirmed they needed fourteen five gallon pails of wax and provided four of their own to complete the project. Leaving 10 pails provided by the district at a cost of \$85 per pail. We are agree to a credit of 10 pails at \$85 per pail.			
12. A/E requesting a credit for not deleting Inlet I-11		-\$1,147.50	\$00.00
a. The work associated with Inlet I-11 and I-10 was exchanged for work on the south side exterior storm drain where the pipe elevation did not work. eciConstruction site contractor also explored the existing pipe with a camera to confirm its condition was acceptable. Again all parties were aware of this work and exchange. The additional work offset any credit.			
13. Credit for re-using the existing water line		-\$15,750.00	-\$15,750.00
a. eciConstruction agrees to credit the waterline work.			

	<u>CRA Value</u>	<u>eci Value</u>
Column Subtotals	-\$32,495.50	-\$2,840.00




We had a good working relationship with the school district during the entire project both Brad Weigle and David Noss said they enjoyed working with the owners staff and eci often performed additional work at no cost to the owner to remain a good team player in completing this multi-phased project. We truly feel the values in the eci column above are what should be paid and credited to the owner.

In an effort to close out the contract, something we've been trying to do for a very long time, I'm willing to adjust our values slightly in attempt to find common ground. We are willing to settle with a final credit of -\$16,278.00. This value represents acceptance of eci values for change orders 77, 78, 80, 81, 83, and our credits for the floor sealer and water line.

Process a final fully executed change order for this amount and we will forward the required payment to the school district. Please contact me if you have any questions.

Best Regards,

A handwritten signature in black ink, appearing to read 'Mark A. Yinger', with a large, stylized flourish at the end.

Mark A. Yinger  
President  
eciConstruction

CC. David Noss  
Adrienne Craig

**PENNSYLVANIA STATE EDUCATION ASSOCIATION HEALTH & WELFARE FUND**  
**APPLICATION OF PARTICIPATING EMPLOYER AND AGREEMENT BETWEEN**  
**THE PARTICIPATING EMPLOYER AND THE PSEA HEALTH & WELFARE FUND**

<b>Name of Employer</b> Jersey Shore Area School District	<b>Address</b> 175 A & P Drive Jersey Shore, PA 17740	<b>Group Number</b> 0035-0180
<b>Telephone</b> 570-398-5050	<b>District Contact</b> Name: Adrienne Craig Title: Business Manager	<b>Program</b>  Vision (benefit levels per attached)
<b>Effective Date</b> 01/01/17	<b>Renewal Date</b> 07/01/18	
<b>Expiration Date</b> 06/30/18	<b>Term of Agreement</b> 18 months	<b>Minimum Size of Group</b> All Eligible Employees
<b>Monthly Contribution</b>  Single \$3.76  Family \$9.94	<b>Total Number of Employees Eligible for Coverage</b>  Approximately 230	<b>Employees to be Enrolled by Classification</b>  Administration: - Professional Personnel: X School Service Personnel: - Other: -
<b>Contribution</b> Payable monthly in advance on or before the 20th day of the month preceding the month of coverage or such other conditions and specifications as indicated in the contracts of the above referenced program, subject to adjustment based on changes in coverage or if minimum size of group is not maintained.		<b>Coverage</b> Employer paid Employee Only and Optional Buy-Up Family

THE UNDERSIGNED EMPLOYER, engaged in the field of public education in the Commonwealth of Pennsylvania, hereby applies to the trustees of the PENNSYLVANIA STATE EDUCATION ASSOCIATION HEALTH & WELFARE FUND (the Fund) to be a participating employer in the Plan (the Plan) to provide for the term of this agreement the above - described benefit program to its eligible employees. The undersigned agrees that, upon acceptance of this application by the trustees, this agreement shall remain in effect until the renewal date unless terminated sooner by: (A) mutual consent of the parties, or (B) termination of the above - described program by the trustees, and it shall be bound by the Plan and all its amendments thereto.

EXECUTED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Employer Name: \_\_\_\_\_ Jersey Shore Area School District

Signature by: \_\_\_\_\_

Title: \_\_\_\_\_

**ACCEPTANCE**

THE TRUSTEES of the Pennsylvania State Education Association Health & Welfare Fund (the Fund) do hereby accept the application of the above - named employer and, in consideration of said employer's agreement to make the above-specified monthly contributions to the Fund, does hereby agree to pay or provide the benefits of the above - referenced Program in accordance with the terms, provisions, conditions, and limitations of the Plan and the Fund.

EXECUTED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

**PENNSYLVANIA STATE EDUCATION ASSOCIATION  
HEALTH & WELFARE FUND**

By: \_\_\_\_\_

Manager

P. O. BOX 1724, 400 North Third Street, Harrisburg, PA 17105-1724 Phone (717) 255-7024

Employee Coverage with Optional Family Buy Up, Jersey Shore Area S.D.

***PSEA HEALTH AND WELFARE FUND***  
***VISION PROGRAM***  
***FOR JERSEY SHORE AREA SCHOOL DISTRICT***

This program is designed to provide eye care benefit savings to Pennsylvania School Districts and to their employees. The vision care benefit will include the services of ophthalmologists, optometrists and opticians. The services and materials provided by the participating provider under the plan will be at no cost to the subscriber or eligible dependents as long as the patient stays within the plan guidelines.

While this document describes the principal features of the PSEA Health and Welfare Fund Vision Plan, it is not the contract of benefits and provisions. The PSEA Health and Welfare Plan and Trust documents are the controlling documents.

***BENEFITS UNDER THIS PROGRAM ARE AVAILABLE TO:***

The Employee, spouse or domestic partner, and the unmarried child(ren) from date of birth up to 19 years of age, who is/are:

A blood descendant of the first degree, or

A legally adopted child (including a child living with the adopting parents during the probationary period), or

A child who is financially dependent on the Employee for one-half or more of his support provided the employee is related to the child by blood, marriage, domestic partnership, or is the child's legal guardian.

Unmarried children over age 19 may also be eligible:

TO AGE 23 if enrolled as full-time students in an accredited school, college, or university and solely dependent upon the employee for support.

TO ANY AGE if disabled and incapable of self-support because of the disability, providing the disability occurred prior to age 19.

## **COVERED BENEFITS**

### **Vision Examination**

Examination of the eyes to determine the need for correction of visual acuity to include but not limited to case history, testing for visual acuity, external examination of the eye, binocular measure, ophthalmoscopic examination, medication of dilating the pupils desensitizing the eyes for tonometry, if needed, summary and findings, and prescribing corrective lenses as needed.

### **Tonometry**

Test performed to aid in detection of Glaucoma.

### **Lenses**

Ophthalmic corrective lenses, either glass or plastic, ground or molded, as prescribed by an Ophthalmologist or Optometrist to be fitted into a frame. Lenses must meet the Z80.1 or Z80.2 standards of the American Standards Institute and meet or exceed FDA standards for impact resistance lenses.

### **Frames**

Standard eyeglass frames into which two lenses are fitted.

### **Contact Lenses**

An ophthalmic corrective lens, plastic or glass, ground or molded, hard or soft, as prescribed by an Ophthalmologist or Optometrist to be fitted directly to the patient's eye. Contact Lenses are those which your doctor certifies as to their medical necessity. Contact lenses shall be considered medically required only after cataract surgery or other conditions such as, but not limited to anisometropia or keratoconus, if indicated, or when visual acuity is not correctable to 20/70 with spectacle lenses in a frame, but can be improved to 20/70 or better by the use of contact lenses. Cosmetic contact lenses are those which the patient elects to utilize and are not medically required.

### **Low Vision Aids**

Devices (optical or non-optical) used to assist a person who has low vision problems if your doctor certifies as to their medical necessity.

## **SCHEDULE OF BENEFITS**

### **Participating Providers**

#### **Service:**

Vision Examination Covered in Full  
(Contact fitting fees are covered under the contact allowance.)

Should the patient require vision correction they may choose either frames & lenses or contacts, not both, during the benefit period.

#### **Glasses:**

Frames	\$90.00 Retail allowance
Standard Lenses (pair) single, bi-focal, tri-focal	Covered in Full
Non Standard Lenses	Allowance Equal to Cost of Standard Lenses
Low Vision Aids (Medically required)	Covered up to \$220.00

If the patient selects a participating provider, payment will be made directly to the provider and the examination will be at no cost to the patient. Lenses and frames will also be provided without cost to the patient as long as the patient stays within the program guidelines.

#### **Contact Lenses:**

The contact lenses benefits are provided in place of the benefits relating to eye glass lenses and frames benefits that are listed above. Payment will not be made for both contact lenses and glasses within program frequency limitations. (See Limitations)

Reimbursement is available only once for any given service in a covered period.

Contact Lenses (Medically required)	Covered up to \$220.00
Cosmetic Contact Lenses (includes fitting fees)	Covered up to \$175.00

**Additional Discounts available to NVA Participants:**

Contact Fill – Contact mail order service available at your option (see separate document)  
Lasik Discount available (see separate document)

**Additional Benefits at Participating Providers:**

No forms to complete  
Discount Pricing on Lens Options (see schedule below)

**Lens Options Discount for Participating Providers:**

While the plan is comprehensive, it will not pay for everything (see exclusions and limitations). Patients sometimes select lenses or lens characteristics that are not necessary for their visual welfare, but are desired for cosmetic reasons. In such cases, the patient will pay according to the lens option schedule in effect at the time of purchase of lenses when selecting a participating provider.

If you select materials that are not covered under your program, the participating provider may charge the following:

LENS OPTION	Participant Cost (Subject to Change)
UV COATINGS	\$12.00
AR COATINGS STANDARD	\$40.00
POLYCARBONATE SV	\$25.00
POLYCARBONATE BI/TRI	\$30.00
SOLID TINTS SV/BI/TRI	\$10.00
GLASS PHOTOGREY SV	\$20.00
GLASS PHOTOGREY BI/TRI	\$30.00
TRANSITIONS STANDARD SV	\$65.00
TRANSITIONS STANDARD BI/TRI	\$70.00
SCRATCH COATING	\$10.00
BLENDED SEGMENT	\$30.00
FASHION GRADIENT TINTS	\$12.00
POLAROID	\$75.00
HIGH INDEX	\$55.00
PROGRESSIVE STANDARD	\$50.00
PROGRESSIVE PREMIUM	Wholesale+25%
UV - ultra violet; AR - anti-reflective; SV - single vision; BI - bifocal; TRI - trifocal	

### **Non-Participating Providers**

Should the participant use a non-participating provider, they must pay the provider directly and submit for reimbursement up to the maximum amounts listed below to NVA at the following address:

National Vision Administrators  
P.O. Box 2187  
Clifton, NJ 07015

	Max Reimbursement		Max Reimbursement
<b><u>Service:</u></b>			
Vision Examination	\$30.00		
<b><u>Glasses:</u></b>			
Frames	\$36.00 - Retail Allowance		
Lenses (pair):			
Single	\$24.00	Tri-focal	\$46.00
Bi-focal	\$36.00	Aphakic	\$72.00
Low Vision Aids (Medically required)			\$220.00

### **Contact Lenses:**

Contact Lenses benefits are provided in place of the benefits relating to eye glass lenses and frames benefits that are listed above. Payment will not be made for both contact lenses and glasses within the program frequency limitations. (See Limitations)

Reimbursement is available only once for any given service in a covered period.

#### **Max Reimbursement**

Contact Lenses (Medically required)	\$220.00
Cosmetic Contact Lenses (Includes fitting fees)	\$175.00

## **LIMITATIONS**

The benefits payable are subject to the following limitations:

One vision examination and one pair of glasses (frames and lenses) may be obtained every 24-months; however,

- Covered dependents under age 18 shall be entitled to a vision examination and a change in lenses once every 12 months, if prescribed by an optometrist or an ophthalmologist; and
- All participants age 18 and over shall be entitled to the same consideration as covered dependents under age 18, provided, a certification is received from an ophthalmologist or physician certifying the medical necessity for the examination or change in lenses.

Payment will not be made for both contact lenses and exam, lenses, and frames within a 24-month period.

The following items shall be provided at the regular plan allowances with any extra charge billed to the eligible participant:

- Fashion color or coated lenses (limited to the allowance for clear lenses)
- Photochromic lenses, gray or brown, light or dark (limited to the allowance for clear lenses)
- Progressive or no-line multifocal lenses (limited to the allowance for lined multifocal lenses)
- Sunglasses requiring a prescription (limited to the allowance for clear lenses)
- Industrial safety lenses requiring a prescription (limited to the allowance for clear lenses)
- Safety frames with side shields (limited to the allowance for frames)

## **EXCLUSIONS**

No payment will be made for the following services and materials:

Medical or surgical treatment of the eyes.

Drugs or other medication.

Any lenses which do not require a prescription, such as nonprescription sunglasses.

Replacement of lost, stolen, broken or damaged lenses, contact lenses or frames.

Services or materials covered by Worker's Compensation laws.

Vision services or materials provided by federal, state, or local government.

Examinations or materials not listed as a covered service.

Parts or repair of frames.



***VISION PROGRAM***  
***FOR JERSEY SHORE AREA***  
***SCHOOL DISTRICT***

**Monthly Contribution**

Single Rate .....\$3.76  
Family Rate .....\$9.94

Rates assume that all eligible employees will be enrolled and that there will be optional enrollment of Eligible Dependents.

Due to the 24 month frequency of the program, the following enrollment guidelines shall apply:

1. **Enrollment Commitment.** Any employee who elects the optional family vision coverage during the District's annual open enrollment period or through a qualifying event must maintain family vision coverage for a period of at least 24 months.
2. **Canceling Enrollment.** An employee may elect to drop optional family vision coverage during the District's annual open enrollment period as long as the family vision coverage has been maintained for a minimum of 24 months consecutive months leading up to the enrollment change unless there is a qualifying event.

Should a qualifying event occur, for purposes of enrollment or cancellation, the employee must request the change no later than 30 days after the qualifying event.

## Petition for New Club/By-Laws - Form A

Date: 9/12/16

Club Name: Builders Club

### Statement of Purpose and Goals:

- provide opportunities for working together in service to school & community
- to develop leadership potential
- to foster the development of strong moral character
- to encourage loyalty to school, community, & nation

Student Eligibility Requirements (if any):

### Statement of Intended Affiliation (if any):

Jersey Shore Kiwanis Club - in  
conjunction with Kiwanis International

### Signatures:

(5 student

signatures required)

Student Madison Miller  
Student Alexa Miller  
Student Jaclyn Krichner  
Student Brynn Brangard  
Student Nathan Walker  
Advisor Ruth Pierce  
Advisor \_\_\_\_\_  
Principal Anna Miller

**Petition for New Club/By-Laws - Form A**

Date: 8/23/16  
Club Name: Leo Club

**Statement of Purpose and Goals:**

A Service group that partners  
with the Jersey Shore Lions Club  
to provide service, leadership and  
organization to Jersey Shore

**Student Eligibility Requirements (if any):**

Students must be eligible to  
attend clubs

**Statement of Intended Affiliation (if any):**

We will work with the JS Lions  
Club.

**Signatures:**

(5 student

signatures required)

Student	<u>Olivia Gair</u>
Student	<u>Patty Traylor</u>
Student	<u>Colby Rigby</u>
Student	<u>Kyle Calderone</u>
Student	<u>Reese Walker</u>
Advisor	<u>Sarah M. Smith</u>
Advisor	
Principal	<u>Anna Ireland</u>

Middle School

Petition for New Club/By-Laws - Form A

Date: October 10, 2016

Club Name: Maker Club

Statement of Purpose and Goals:

Students will create, make, tinker.  
They will learn and use robots,  
robotics, engineering, coding and art,  
creating projects using science and technology.

Student Eligibility Requirements (if any):

Students must 8-8:25

Statement of Intended Affiliation (if any):

None

Signatures:

(5 student

signatures required)

Student

Student

Student

Student

Student

Advisor

Advisor

Principal

[Signature]

Kristen Gonzalez

Charlie Miller

Tyler Knapp

Wendy Lee

[Signature]

[Signature]

Cindy Walak

Bryce Carr

# Senior High Clubs 2016-2017 School Year

	Advisor	President	Vice-President	Secretary
American Red Cross	Melissa Rogers	Theron Sorgen	Tony Ramos	Morgan Bauder
JS Automotive & Powersports Club	John Faryniak	Gavin Rogers	Josh Raymond	Kierra Elkin
Band	Chris Lahr	Cheyenne Greene	Jon Rdesinski	Patrick Nienhueser
Bible Club	James Watson	Todd Sanford	Cole Phillips	Haley Naugle
Chorus	Margaret Orthal	Pearl Patterson	Leah Paulhamus	Haylee Fishel
Class of 2017	Eric Nagy	Emma Frazier	Alex Tobin	Audrie Hartman
Class of 2018	Brooke Menzen			Lily Wasson
Class of 2019	Michele Persun			
Class of 2020	Bob Fox	Dylan Fox	Janelle Eck	Averie Hess
Class of 2019	Wanda Derr	Gabby Harris	Jess McClellan	Portia Williams
Class of 2020	Michele Long	Arizona Shreck	Sadie Griswold	Maya Moore
Conservative Club	Riggle	Connor Shade	Ricky Frankhouser	Jonathan Brelsford
Constitution Convention/Model UN	Jonathan Palumbo			
Construction Club	Tim Greene	Beatrice Ferguson	Ella Simcox	Wyatt Buse
Drama Club	Jessica George	Dalton Bardo	Evan Willits	Clay Himeiright
Epicurean Palate	James Smith	Chiara Hauserman	Allison Panczyszyn	Elizabeth McClain
9th Grade FBLA	John Jarrett	Ricky Frankhauser	Bridgett Rice	Paige Emerick
	Michelle Long			
	Matt Wolford			
	Jeffery Miller	Maxwell Ferguson	Natalie Charnego	Tanner Allison
FBLA			Vice P - Paige Haight P- Averie Hess Gage Mann Ashley Nichols	Annalise Eiswerth Kendra White
FCCLA	Dolly Oden	Beatrice Ferguson		
IT (Information Technology)	Sheena Armbruster			
	Melissa Rogers	Madison Graff	Lindsay Winchester	Samantha Bailey
	Dave Becker	Ezekiel Miller	Conner Shade	Daniel Lehman

Indoor Track Club	Bob Fox	Isaac Davis	Chase Carpenter	Abby Gerst
Jazz Band	Chris Lahr	Cheyenne Greene	Jon Rdesinski	Gwen McHenry
Key Club	Raye Bierly	Janel Eck	Alexa Shadle	Isaac Davis
Literary-Book Club	Cindy Welsh	Lily Wasson	Connor Shade	Kaseenah Paulhamus
Manufacturing Club	Brent Wheeland	Allison Hennigan	Cheyenne Wehler	Kaeden Barr
Military Support	Melissa Williamson	Dominic Williams	Emma Silvis	Analee Tindell
Musical	Margaret Ortbal	Allison Panczyszyn	Samantha Keegan	Audrie Hartman
National Art Honor Society	Sarah Keim	Elizabeth Osborn	Allison Schweikart	Pearl Patterson
National English Honor Society	Eric Nagy	Ella Simcox	Olivia Strobe	Elizabeth Osborn
National German Honor Society	Brooke Menzen			Sidney Trunzo
National Honor Society (Ira Grugan)	Tom Neuschafer	Co-Presidents: Alexa Shadle, Austin Deuel, Chase Braim, Cheyenne Gre		
National Spanish Honor Society	Roxann Laird	Olivia Strobe	Ella Simcox	Emma Frazier
Orange and Black	Nicholas Maxson	Haylee Fishel	Beatrice Ferguson	Sidney Trunzo
	Thomas Kirol	Jessica Fink	Emma Frazier	Sierra Winner
	Jim Smith			
	Eric Hess			
	Matt Hartman			
Outdoor Club	Bill Ferguson	Mac Griswold	Luke Bischof	Kendra White
Pep Club	Stephen Alexander	Derek Baldwin	Olivia Edler	Paige Haight
RHO KAPPA-National Social Studies	Jim Smith			
Honor Society	Greene	Olivia Strobe	Pearl Patterson	Ella Simcox
Relay For Life Club	Wanda Derr	Brandon Ranck	Olivia Killinger	Hunter Swartz
SADD	Roxann Laird	Ryan Stratton	Dominic Williams	Paige Mitcheltree
Sign Language Club	Julie Wagner	Haley Naugle	Kaseenah Paulhamus	Salora Roupp
Spanish Extra Club	Deb Bressler	Gabby Bellomo	Leighanna Allen	Kaylyn Naugle
Spectrum Club	Michele Long	Pearl Patterson	Julia Rockwell	Wyatt Buss
Student Ambassador Club	Jason Willits	Cade Neal	Bailey Powell	Tyler Walk
	Michele Persun Charlotte			Ashley Nichols
Student Council	Bierly	Ashlyn Wool	Averie Hess	Portia Williams

TSA		Andrew Baker	Brandon Ranck Paulhamus	Alyssa	Shaina Livermore Ramos	Tony	Jessica Fink
Teen Talk		Scott Vairo	Skyla Feerrar		Mynette Kell		Samantha Mitchley
Young Democrats		Jessica George	Beatrice Ferguson		Ella Simcox		Pearl Patterson

Treasurer	Reporter	Historian	Sgt @ Arms
Taylor Codispoti Jozelyn Charles			
Carter Hostrander			
Cade Neal			
Andrea Sanford			
Haylee Fishel			
Olivia Johnson		Sidney Trunzo	
Lyndsay Malicky			
Hunter Smith			
Isabella Kriner		Hailey Crowley	
Pearl Patterson			
Cooper Bomboy			
Abigayle Greevy			
KC Quinn			
Gyasi Russo Stephanie Steinbacher			
Sean Anderson Aaron Best	Audrey Wacker		
Jocelynn Barr			
Zachary Young			



NA (track/field boosters)				
Cade Neal				
Emma Nagle		Gabrielle Moore		
Gage Meixel				
Wyatt Lorson				
Norene Brown				
Haylee Fishel				
Abigail Watkins				
Pearl Patterson		Ezekiel Miller		
Shene, Ivan Sponenberg, Liz Osborn, Marisa Swinehart, Skyla Ferrar, Tyler Sommers				
Ezekiel Miller				
Olivia Johnson				
Brandon Ranck				
Averie Hess				
Gabby Moore				
Connor Shade				
Devany Jones				
Faith Leathers or Briar Lehman				
Paige Mitcheltree				
James Watkins				
Beatrice Ferguson				
Elizabeth Johnson				
Lyndsay Malicky				

Ryan Stratton	Dakota Dieter	Justin Sweeley
Abby Greevy		

**2016-2017 Jersey Shore Area Middle School Clubs**  
**Bolded Club Names proposed New Clubs for approval this school year**

<b>Name</b>	<b>Advisor(s)</b>	<b>Officers</b>
Band	Nicholas Eischeid	President: Trevor Van Druff Vice President: Aaron Baker Secretary: Artie Dammer Treasurer: Cheryl Demers
Book Club	Cindy Welsh	President: Bree Gallagher Vice President: Liam Kemp Secretary: John Morris Treasurer: Elizabeth Schall
<b>Builders Club</b> (Middle School Kiwanis)	Ruth Vierra	President: Skylar Logue Vice President: Dea Kipp Secretary: Emma Ertel Treasurer: Jozlyn Karishner Sgt. At Arms: Dylan Walter
Committed Christians Club (C3)	Justin Armbruster	President: Logan Bailey Vice President: Katie Kemp Secretary: Jade Eckman Treasurer: Emily Allen
Chorus	Andrea Bowers	President: Elizabeth Shaffer Vice President: Jaden Fryer Secretary: Victoria Henry Treasurer: Hannah Sarge
Diversity Club	Bill Zeruth	President: Cheryl Demers Vice President: Madaline Prichard Secretary: Nick Hamilton Treasurer: Aleyah Bathurst
Future Business Leaders of America	Jan Wasson, Sarah Smith	President: Hannah Saar Vice President: Owen Anderson Secretary: Riley Frazier Treasurer: Robert Parker
HOPE Club	Ali Dinges	President: Aleyah Bathurst Vice President: Skyler Smith Secretary: Chloe Fuller & Jordyn vander Putten Treasurer: Brooke Sechrist

<b>Name</b>	<b>Advisor(s)</b>	<b>Officers</b>
<b>Leo Club</b> (Middle School Lions)	Sarah Smith	President: Madison Maihle Vice President: Courtney Lehman Secretary: Lee Springman Treasurer: Shaye Fries
<b>Maker Club</b>	Cindy Welsh	President: Tyler Knapp Vice President: Wyatt Green Secretary: Alex Neuffer Treasurer: Lee Springman Supply Manager: Charlie Miller Safety Inspector: Dillon Confer
<b>Military and Law Enforcement Support</b>	Ruth Levan	President: Justin Davy Vice President: MaKenna Vern Secretary: MaKenna Horn Treasurer: Kyle Haddad
<b>Outdoor Club</b>	Jeff Klugh, Michelle Moore, Shawn Weaver,	President: Hunter Walters Vice President: Kellan Splain Secretary: Carli McConnell Treasurer: Mason Liddick
<b>ROCK OUT Bullying</b>	Ann-Marie Dincher, Shawn Weaver	President: Hannah Saar Vice President: Cadon Smith Secretary: Alex Butzler Treasurer: Riley Frazier
<b>Science Olympiad</b>	Tracy Silvis, Bill Ferguson	First meeting takes place in November or early December, officers selected then
<b>Student Council</b>	Lynnann Charnego	President: Riley Frazier Vice President: Delaney Herbst Secretary: Hannah Saar Treasurer: Elizabeth Shaffer
<b>DC Trip/TAG Club</b>	Nichole Bechdel	President: Rita Fisher Vice President: Luke Merryman Secretary: Mycah Morgret (Colin Weidler) Treasurer: Gage Riggle
<b>Yearbook: Bullpup Memories</b>	Jack Galer, Sarah Kuehne	First meetings begin in November. Elections will take place after the start of the club.