

Jersey Shore Area School District
Board of Education – Regular Meeting
Minutes of August 9, 2021

A. Opening

1. Call to Order: Mr. Craig Allen, President, called the meeting to order at 7:09 p.m.

2. Roll Call:

Members Present: Mr. Craig Allen, Mr. Harry Brungard, Ms. Patrice Doebler, Mrs. Angela Grant, Mr. Wayne Kinley, Mrs. Nancy Petrosky, Mrs. Michelle Stemler, Mrs. Mary Thomas and Dr. Brian Ulmer, Superintendent.

Others Present: Christopher Kenyon, Esq., Solicitor, Dr. Kenneth J. Dady, Jr., and Mr. Benjamin Enders, Board Secretary.

Member Absent: Mr. David Becker.

3. Pledge of Allegiance

B. Presentations

1. Communications: None

2. President’s Report:

- a. An executive session was held at 6:00 p.m. prior to the meeting for legal and personnel issues.
- b. President Allen attended a Memorial Service for a 2020 graduate that was killed in a vehicle accident. Mother asked that a reminder go out to all students about texting and driving and that she would be willing to come into the high school to speak to students.
- c. Charter School Task Force data available on line through PSBA website.

3. Intermediate Unit Report: None

4. Superintendent’s Report:

- a. Digital and Print Media Specialist Job Description (updated) - Brian Ulmer (Attachment)
- b. State of the District - Brian Ulmer (Attachment)
- c. District Goals - Brian Ulmer (Attachment)
- d. Superintendent 2021-2022 Performance Objectives - Brian Ulmer (Attachment)
- e. ESSER HVAC Project - Brian Ulmer

Motion: A motion was made by Patrice Doebler and seconded by Harry Brungard to add personnel items r. and s. and Miscellaneous e. to the agenda:

Personnel Items:

- r. appointment of Bethany Howell to a 2nd Grade Teacher position at Salladasburg Area Elementary School, Step B1 of the current teacher contract, (\$46,479), effective August 17, 2021.
- s. appointment of Lisa Eiswerth, Salladasburg Elementary teacher, to a position of Mentor for Bethany Howell, Grade 2 teacher, for the 2021-2022 school year at a stipend of \$500.

Miscellaneous Item:

- e. Accept the resignation of David Becker as School Director for Region 3.

The vote was a unanimous Yes. Motion carried.

C. Courtesy of the Floor on Agenda Items:

Thomas Maines-Crawford Twp. - Commented on paying taxes at 73 years old and Maintenance employees driving district vehicles.

Burt Francis-JS Boro – commented on Game Staff and Safe 2 Say Something

D. Personnel

1. Personnel Items:

Motion: A motion was made by Mary Thomas and seconded by Harry Brungard to approve the Personnel items as listed on the Agenda and addendum, with items b and j having separate votes:

- a. Hayley Potter as Game Staff for the athletic program, effective the 2021-2022 school year.
- c. appointment of Ashley Shields as a fulltime Autistic and Behavioral Support paraprofessional at Jersey Shore Area Elementary, effective August 10, 2021, at an annual salary of \$17,784.00.
- d. the following 2021-2022 Safe 2 Say Something Contact Team members:
 - Adrienne Johnston
 - Justin Armbruster
 - Elizabeth Segraves
 - Kyle Fera
 - Kenneth Dady
- e. FMLA from October 2, 2021 (approximately) thru November 29, 2021 (approximately), for employee 2021-22-01.
- f. contracted stipends as listed on the attached spreadsheet. (Attachment)
- g. appointment of Mike Schall as Golf coach, at a stipend of \$2,800, (level 5 of the coaches' salary matrix), effective the 2021-2022 season.
- h. appointment of Chris Lorson as Head Varsity Softball Coach, at a stipend of \$4,800, (level 5 of the coaches' salary matrix), effective the 2021-2022 season - pending receipt of clearances.
- i. appointment of Chris Lorson as Middle School Softball Coach, at a stipend of \$2,640, (level 5 of the coaches' salary matrix), effective the 2021-2022 season - pending receipt of clearances.
- k. appointment of Allison Tripoli to a 4th Grade Teacher position at Jersey Shore Area Elementary School, Step B8 of the current teacher contract, (\$56,240), effective August 17, 2021.
- l. appointment of Cindy Ferguson, Jersey Shore Area Elementary teacher, to a position of Mentor for Anna Berger, Autistic and Behavioral Support teacher, for the 2021-2022 school year at a stipend of \$500.
- m. appointment of Chris Lahr, Music teacher, to a position of Mentor for Liza Smith, Music teacher, for the 2021-2022 school year at a stipend of \$500.
- n. appointment of Andrea Bowers, Music teacher, to a position of Mentor for Heather Haigh, Music teacher, for the 2021-2022 school year at a stipend of \$500.

- o. appointment of Rock Griswold, High School teacher, to a position of Mentor for Timothy Dershem, business teacher, for the 2021-2022 school year at a stipend of \$500.
- p. appointment of Teri Dolan-Ward, Elementary teacher, to a position of Mentor for Allison Tripoli, Grade 4 teacher, for the 2021-2022 school year at a stipend of \$500.
- q. appointment of Sarah Kuehne, Middle School teacher, to a position of Mentor for Katie Brass, Grade 7 ELA teacher, for the 2021-2022 school year at a stipend of \$500.
- r. appointment of Bethany Howell to a 2nd Grade Teacher position at Salladasburg Area Elementary School, Step B1 of the current teacher contract, (\$46,479), effective August 17, 2021.
- s. appointment of Lisa Eiswerth, Salladasburg Elementary teacher, to a position of Mentor for Bethany Howell, Grade 2 teacher, for the 2021-2022 school year at a stipend of \$500.

The vote was a unanimous Yes. Motion carried.

- b. the Act 93 Plan, effective July 1, 2021 thru June 30, 2024. (Attachment)

The vote was a unanimous Yes. Motion carried.

- j. appointment of Timothy Dershem to a Business Education Teacher position at the High School, Step M17 of the current teacher contract, (\$87,813), effective August 17, 2021.

A roll call vote was taken for Personnel Item j. as listed below:

Harry Brungard	No	Patrice Doebler	Yes
Angela Grant	No	Wayne Kinley	No
Nancy Petrosky	Yes	Michelle Stemler	Yes
Mary Thomas	Yes	Craig Allen	Yes

The vote was 5-yes and 3-no, motion carried.

E. Curriculum and Instruction: None

F. Building and Grounds: None

G. Finance: None

H. Miscellaneous:

Miscellaneous Items:

Motion: A motion was made by Mary Thomas and seconded by Wayne Kinley to approve the following Miscellaneous items as listed on the Agenda and Addendum:

- a. letter of selection for April Wuethrich of Henry Dunn, Inc. as Jersey Shore Area School District's Delta Dental Producer of Record, at no cost to the District, effective July 1, 2021. (Attachment)
- b. an Agreement between Community Services Group and Jersey Shore Area School District for Mental Health Psychiatric School-based Outpatient Services effective August 20, 2021 thru August 19, 2022. (Attachment)
- c. establishment of a scholarship fund to be named Olive L. Gilhart Scholarship and approval of the attached scholarship criteria as recommended by the committee.

d. a Letter of Agreement between the Jersey Shore Area School District and the Lycoming-Clinton Joinder Board for School Based Outreach and Student Assistance Services provided to the District by the Joinder Board for the 2021-2022 school year. (Attachment)

e. Accept the resignation of David Becker as School Director for Region 3.

The vote was a unanimous Yes. Motion carried.

I. Old Business: None

J. Courtesy of the Floor for items not on the Board agenda:

Kayla Calhoun-Avis Boro. – commented on hiring of second grade teacher at Salladasburg and consideration for another first grade teacher at Avis.

Burt Francis-JS Boro – reminisced with pictures and commented on Nippenose closing and Avis and Salladasburg closing.

Pam Garrett-Watson Twp. – commented on combining elementary schools to even out class sizes.

Jesse Manotti – commented on hiring of an Autistic teacher.

K. Executive Session: An Executive Session was held beginning at 8:11 p.m. for legal and personnel matters after which no business was conducted.

The meeting resumed at 9:14 p.m.

L. Adjournment

The August 9, 2021 Regular Board Meeting was adjourned at 9:15 p.m.

Respectfully submitted,

Benjamin J. Enders
Board Secretary



JERSEY SHORE AREA SCHOOL DISTRICT

Job Description

Title: Digital and Print Media Specialist

Scope: This position serves as a support to the district's digital and print presence in the community and schools.

Certifications: None

Qualifications: Minimum of 2 year degree or relevant experience. Any combination of education, training, and experience which demonstrates the ability to perform the duties and responsibilities as described, including experience in enterprise printing and production needs; experience operating print shop equipment; design of layout of digital communication materials including digital images; newsletters, flyers, programs, etc. and ability to manage the district's web presence and social media sites.

1. Experience and familiarity with Windows or Macintosh operating systems is essential.
2. Experience with software such as Microsoft Office Suite, Adobe Creative Suite, and social media applications.
3. Must be self-motivated with the ability to work independently and to learn quickly.
4. Must be able to communicate effectively in person, in writing, and over the phone.
5. Exceptional attention to detail and strong organizational skills.

Responsible To: Assistant Superintendent

Supervisory Function: None

Classification: Exempt

Position Objective: Performs printer center operations, utilizes digital design applications, maintains district web and social media presence; completes mail room functions; and provides technical support in the daily operations of the schools and the district.

Responsibilities:

1. Coordinates, schedules, facilitates, and monitors printing and production services.
2. Operates all equipment housed in the print center, including copiers/printers, binders, collators, cutters, folders, laminator, etc.
3. Performs regular safety inspections on equipment.
4. Maintains inventory of paper, bindery supplies, toner, and other consumables.
5. Instructs others in the use of equipment housed in the print center as needed.

6. Completes mailroom-related duties by receiving and distributing incoming mail and processing and preparing outgoing mail.
7. Maintains mail machine and supplies for processing outgoing mail.
8. Utilizes desktop publishing programs to design and create digital publications such as newsletters, posters, programs, certificates, flyers, digital images, etc.
9. Manage and maintain all District and Building websites and checks for updates weekly.
10. Manage and maintain district social media content, including Facebook, Twitter, Instagram, etc.
11. Create digital print and video instructional and promotional materials as requested.
12. Serve as point of contact for local Xerox support office above and beyond normal equipment related issues.
13. Convey to district staff print center utilization.
14. Assist technology staff with lower level support items.
15. Other duties as assigned by Superintendent.

Placement: Act 93 Group

Terms of Employment: 12 month position

Evaluation: Annually by Assistant Superintendent

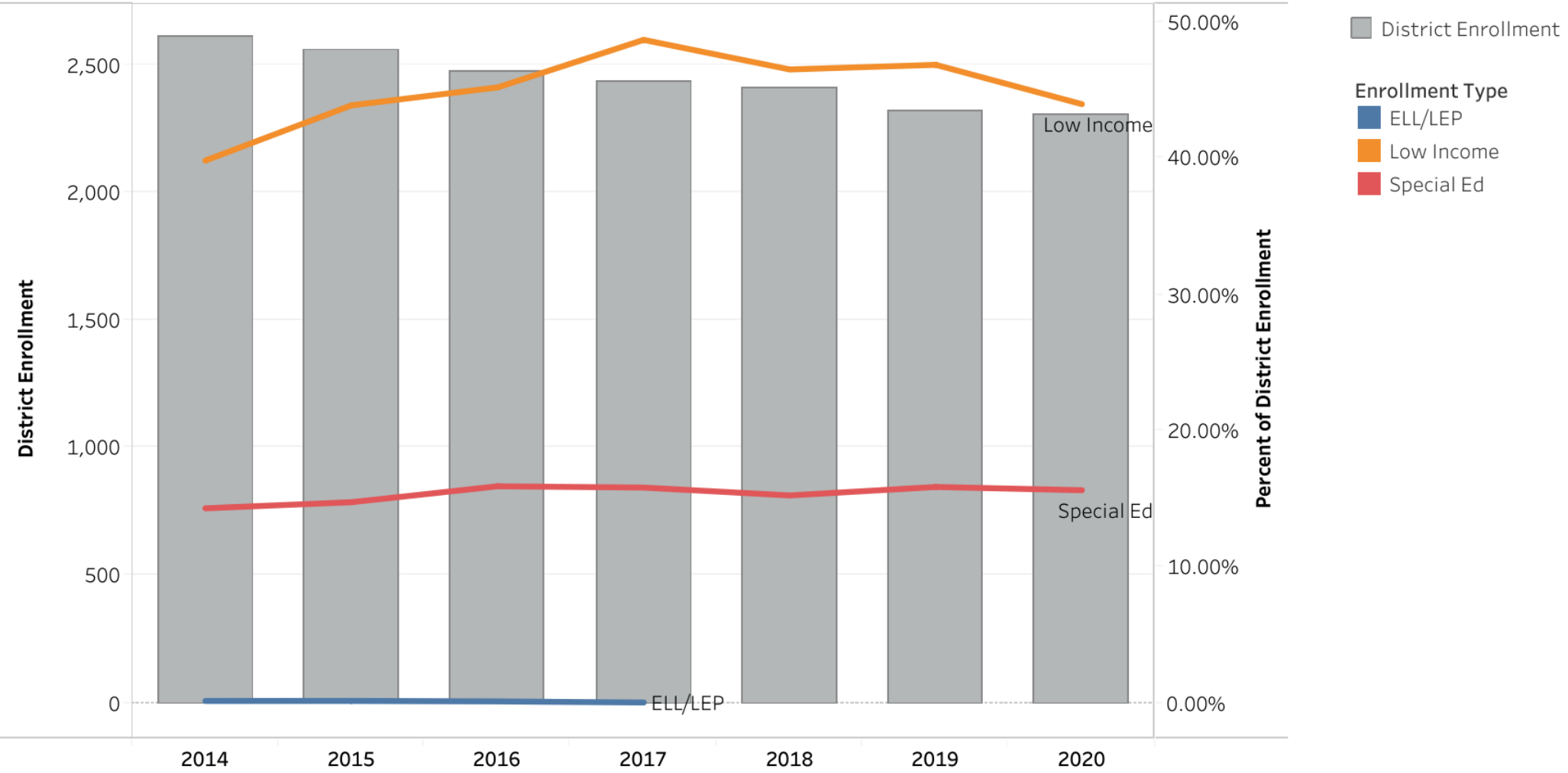
State of the District

Financial Comparison



LEARNING | GROWING | SUCCEEDING

Jersey Shore Area SD: State of the District

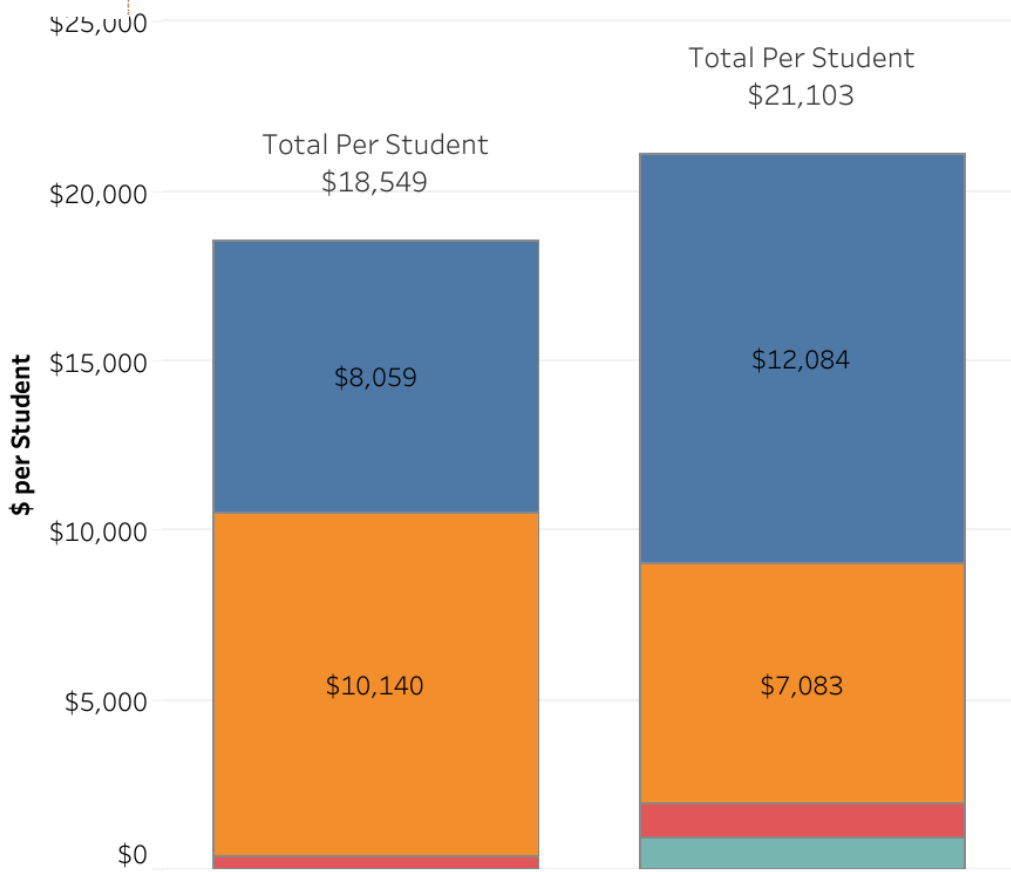
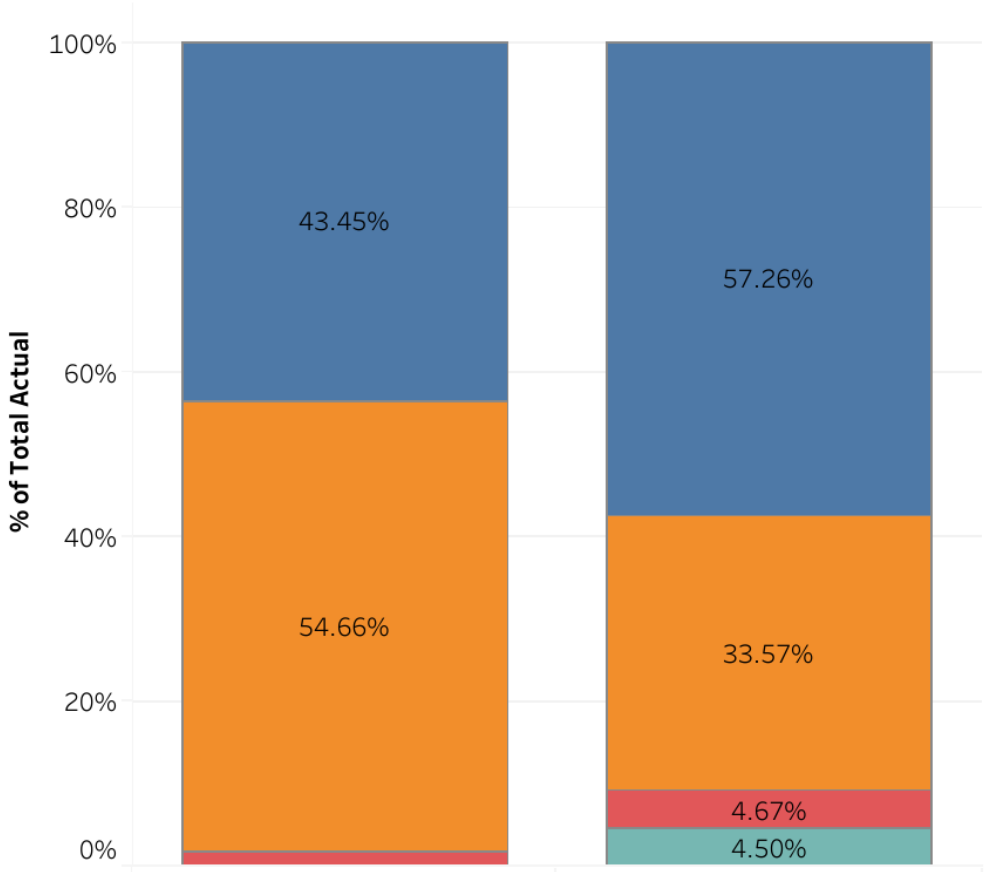


Jersey Shore Area SD: State of the District

Percent of Total

2020

Average \$ Per Student



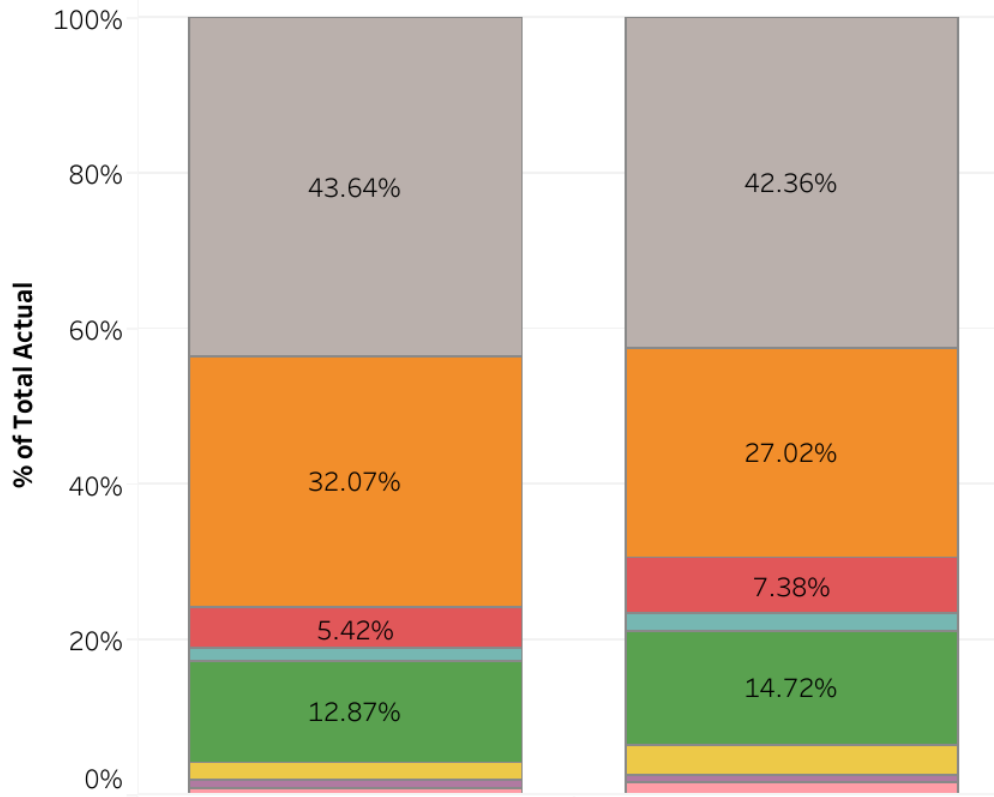
Source

- REVENUE FROM LOCAL SOURCES
- REVENUE FROM FEDERAL SOURCES
- REVENUE FROM STATE SOURCES
- OTHER FINANCING SOURCES

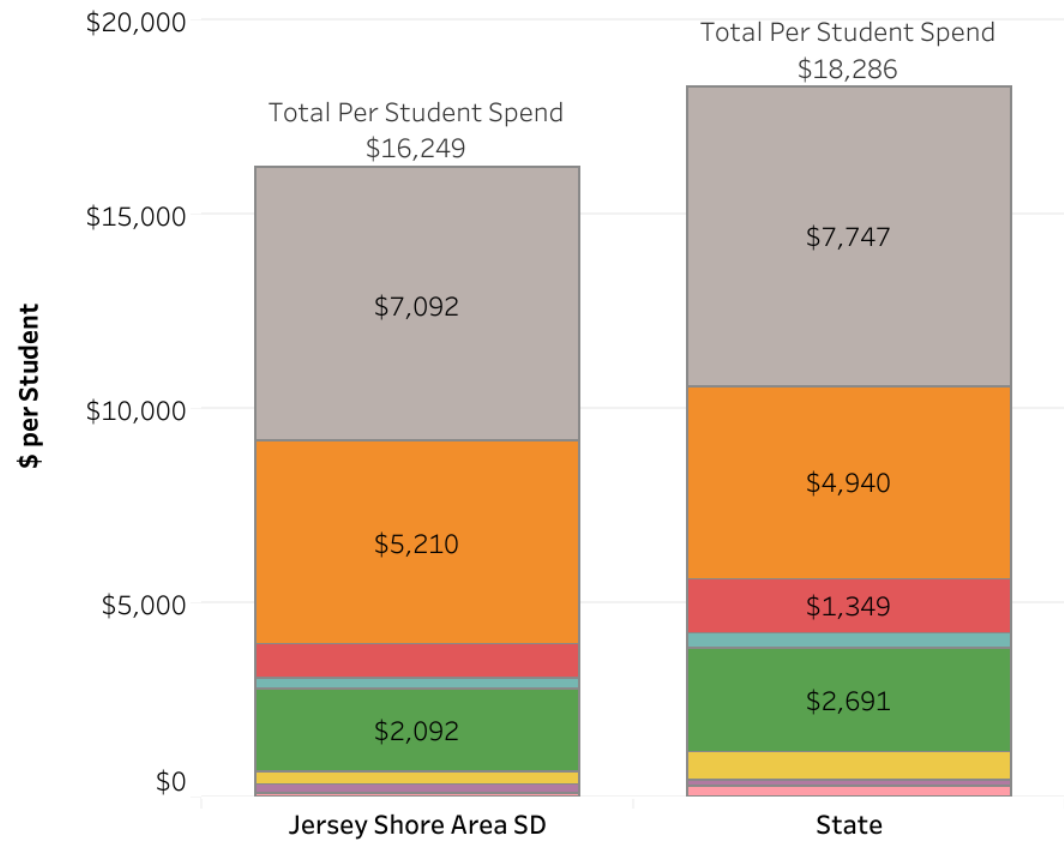
Jersey Shore Area SD: State of the District

Percent of Total

2020



Average \$ Per Student

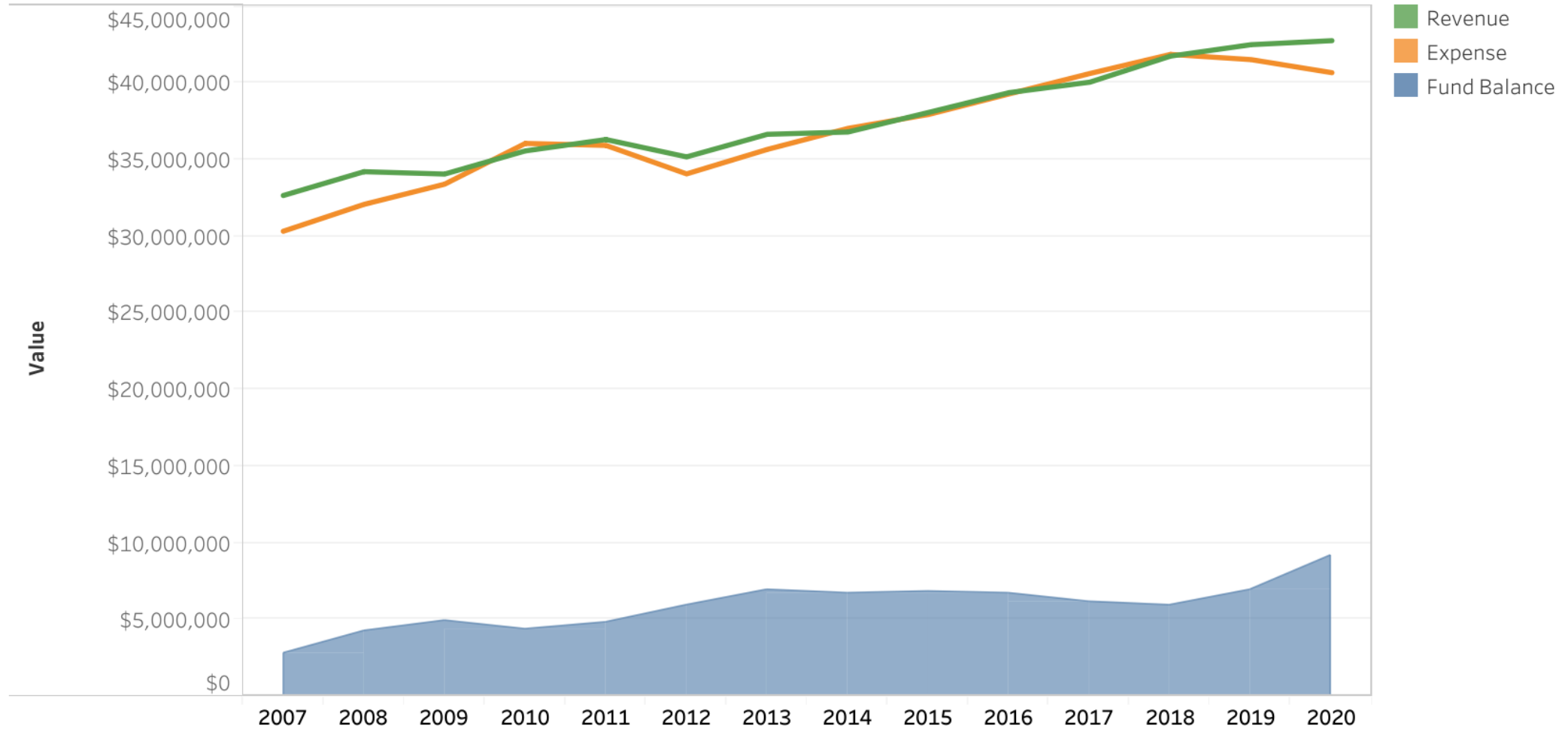


Object

- PERSONNEL SERVICES - SALARIES
- PERSONNEL SERVICES - EMPLOYEE BENEFITS
- PURCHASED PROFESSIONAL AND TECHNICAL SERVIC..
- PURCHASED PROPERTY SERVICES
- OTHER PURCHASED SERVICES
- SUPPLIES
- PROPERTY
- OTHER OBJECTS

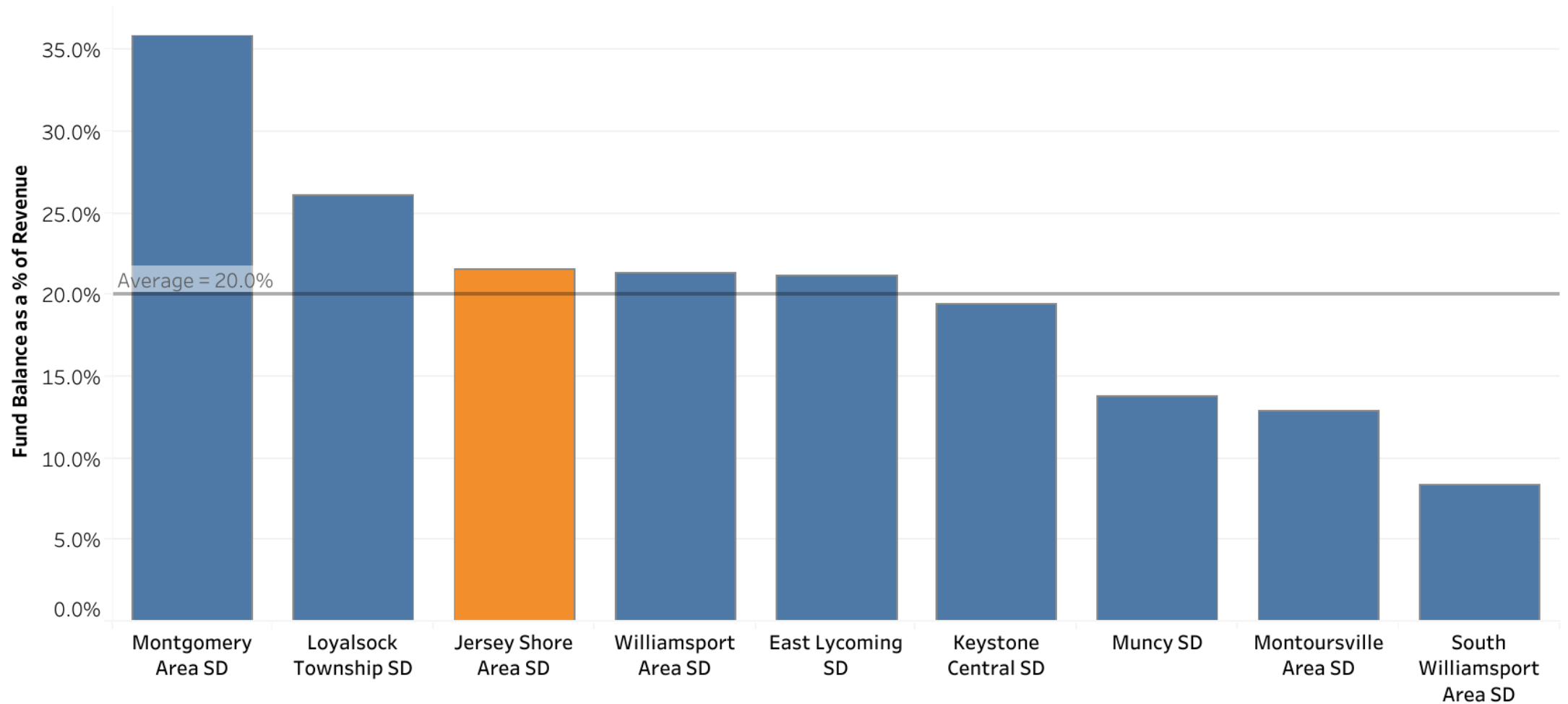
Jersey Shore Area SD: State of the District

The graph below shows the change in the **General Fund**.



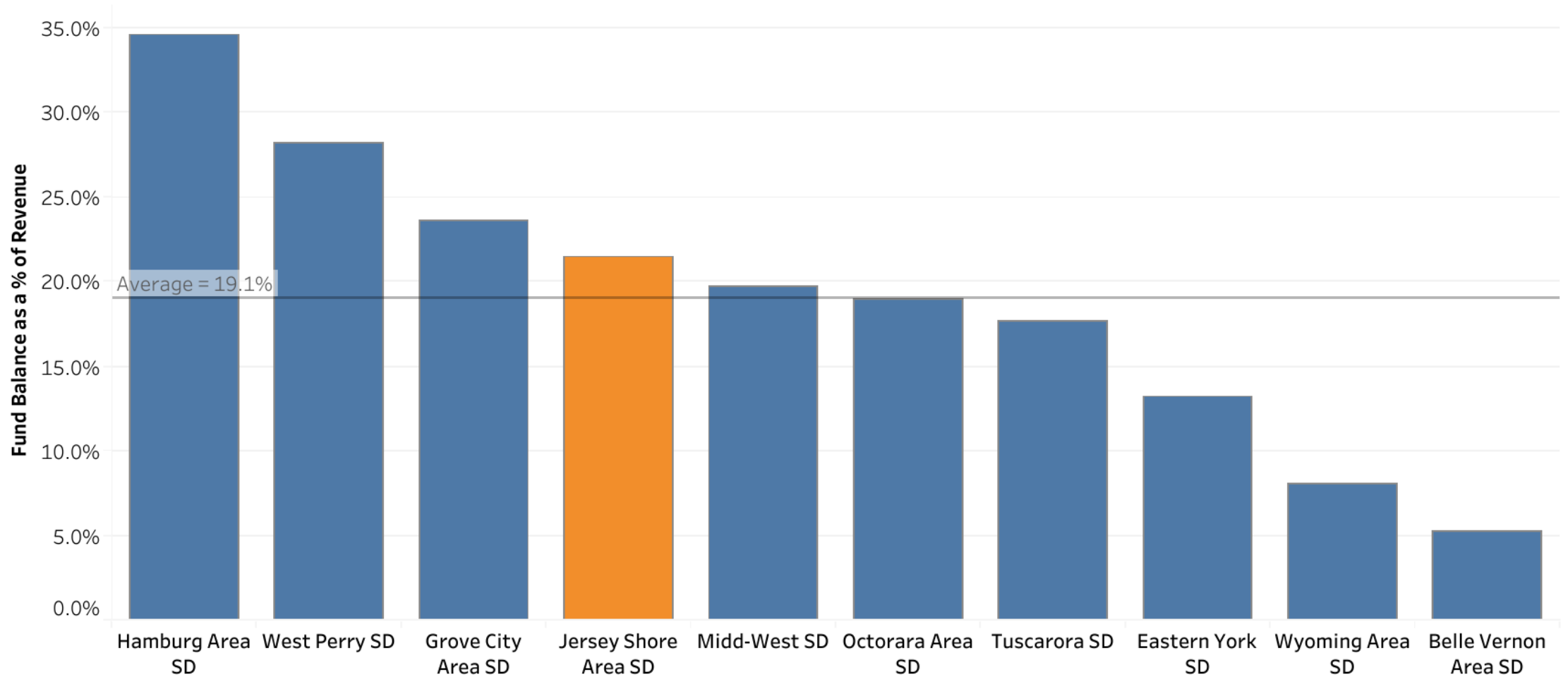
Jersey Shore Area SD: State of the District

The graph below shows fund balance as a % of revenue for **General Funds** for 2020.



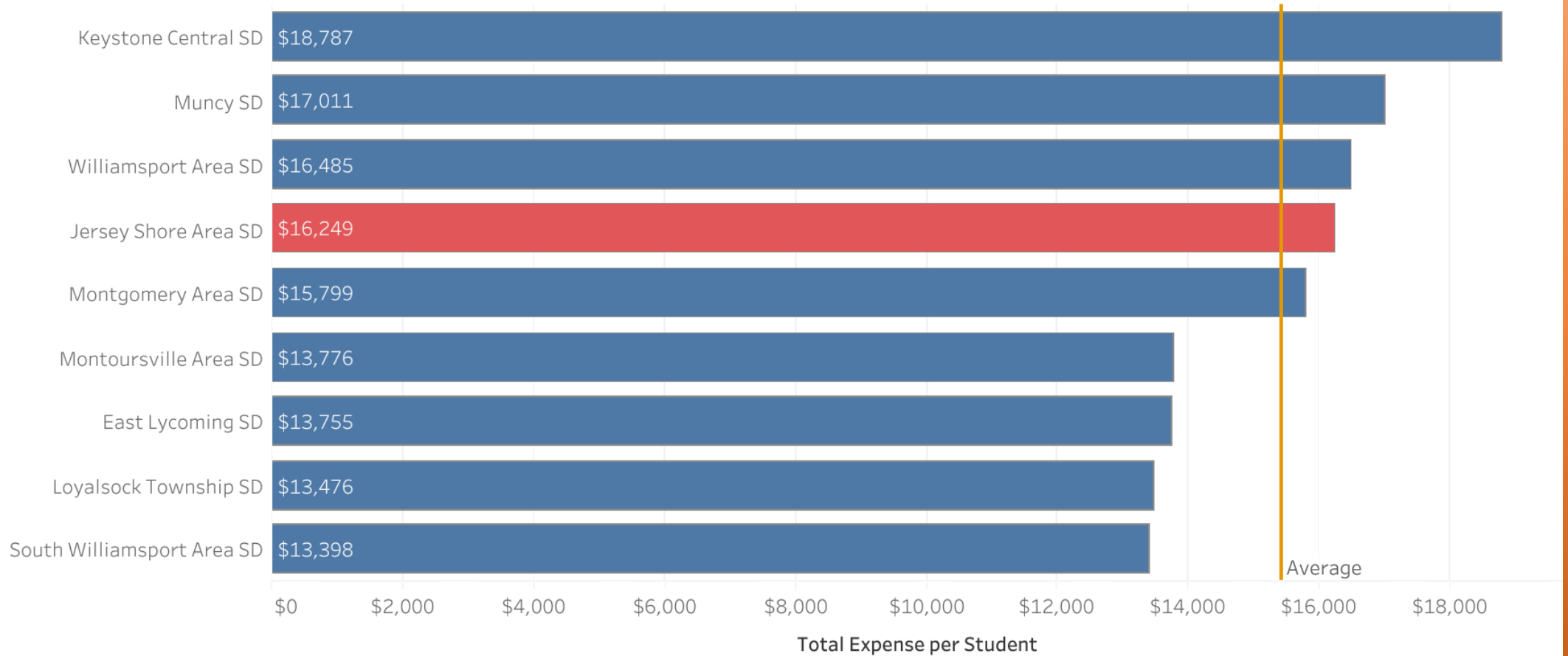
Jersey Shore Area SD: State of the District

The graph below shows fund balance as a % of revenue for **General Funds** for 2020.



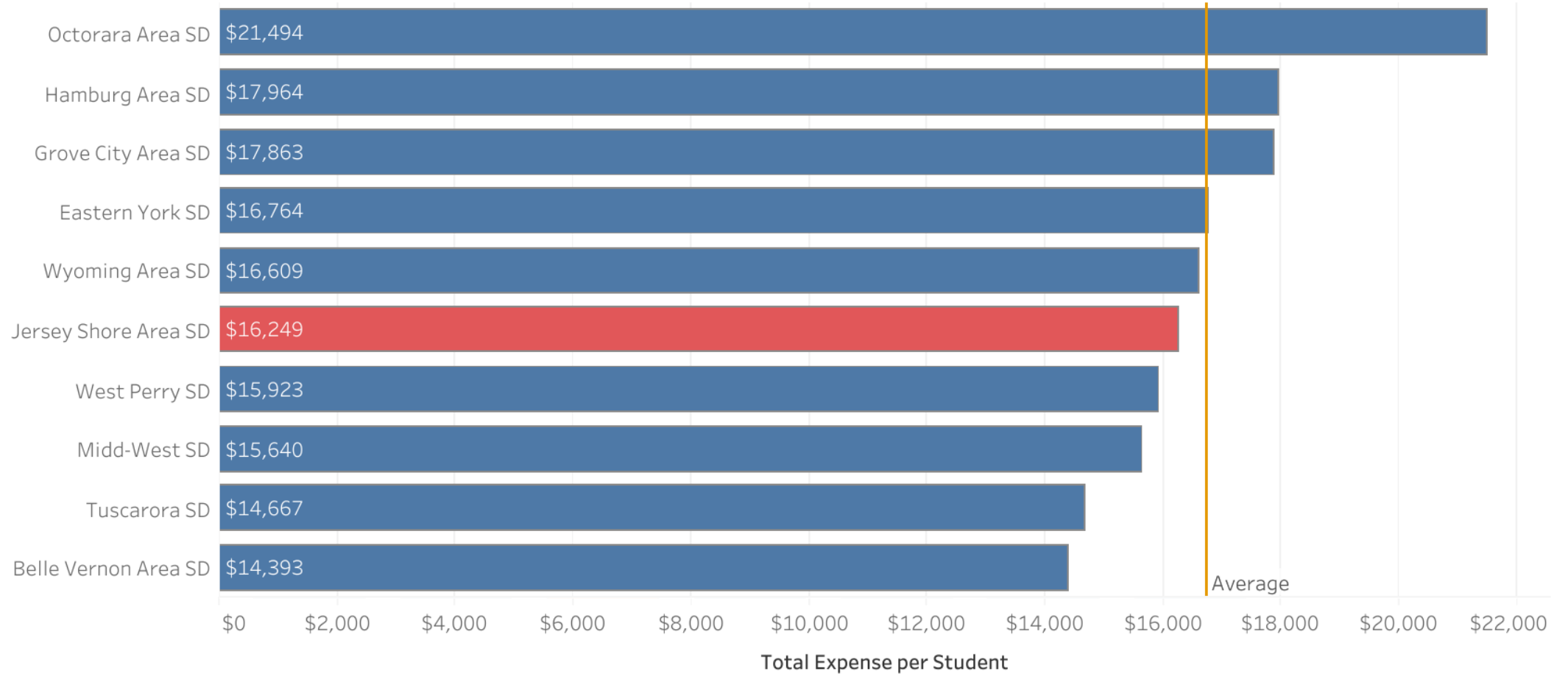
Jersey Shore Area SD: State of the District

Operating Expenditures per Student is a reflection of available resources and student needs. The chart below shows the district's operating expenditures per student for 2020 compared to its peers.



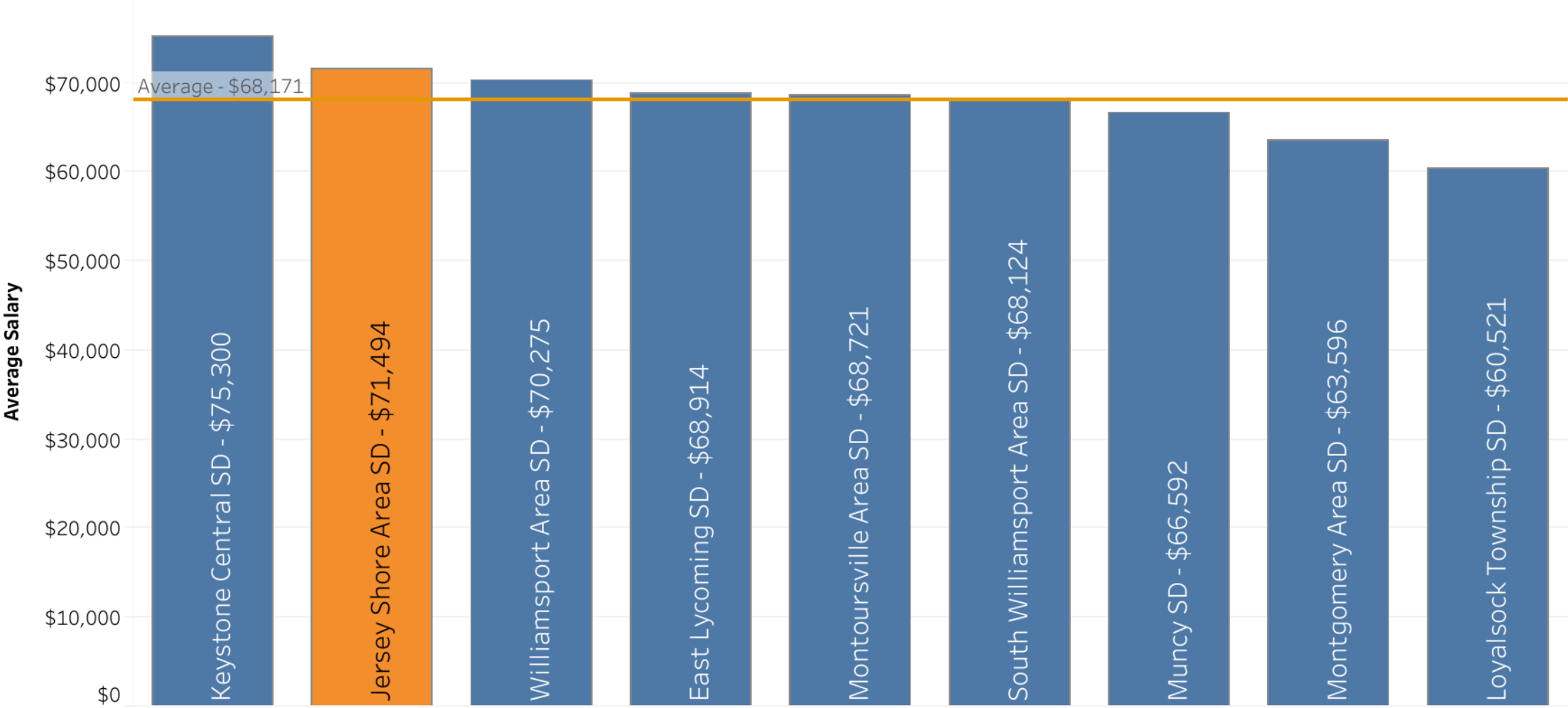
Jersey Shore Area SD: State of the District

Operating Expenditures per Student is a reflection of available resources and student needs. The chart below shows the district's operating expenditures per student for 2020 compared to its peers.



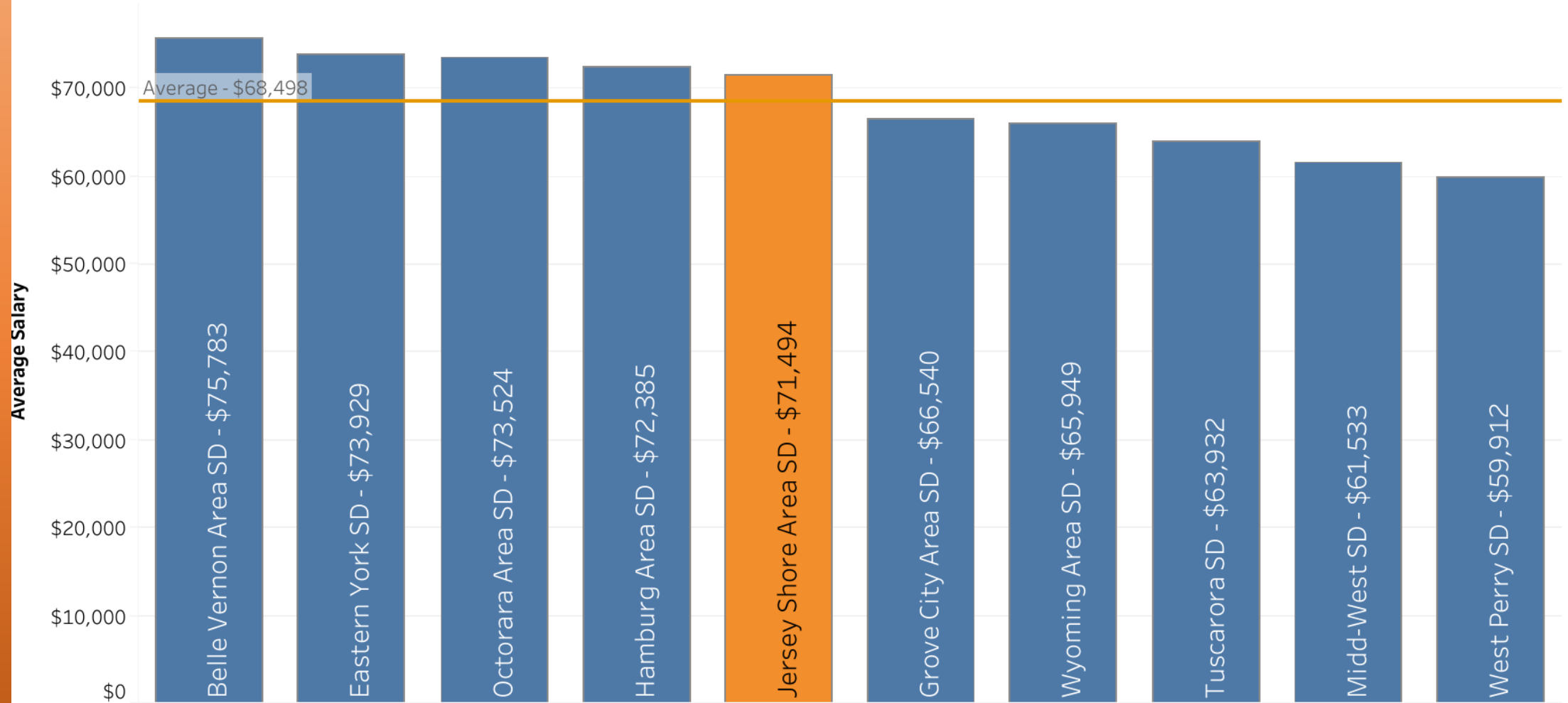
Jersey Shore Area SD: State of the District

2020 - Teacher Salary



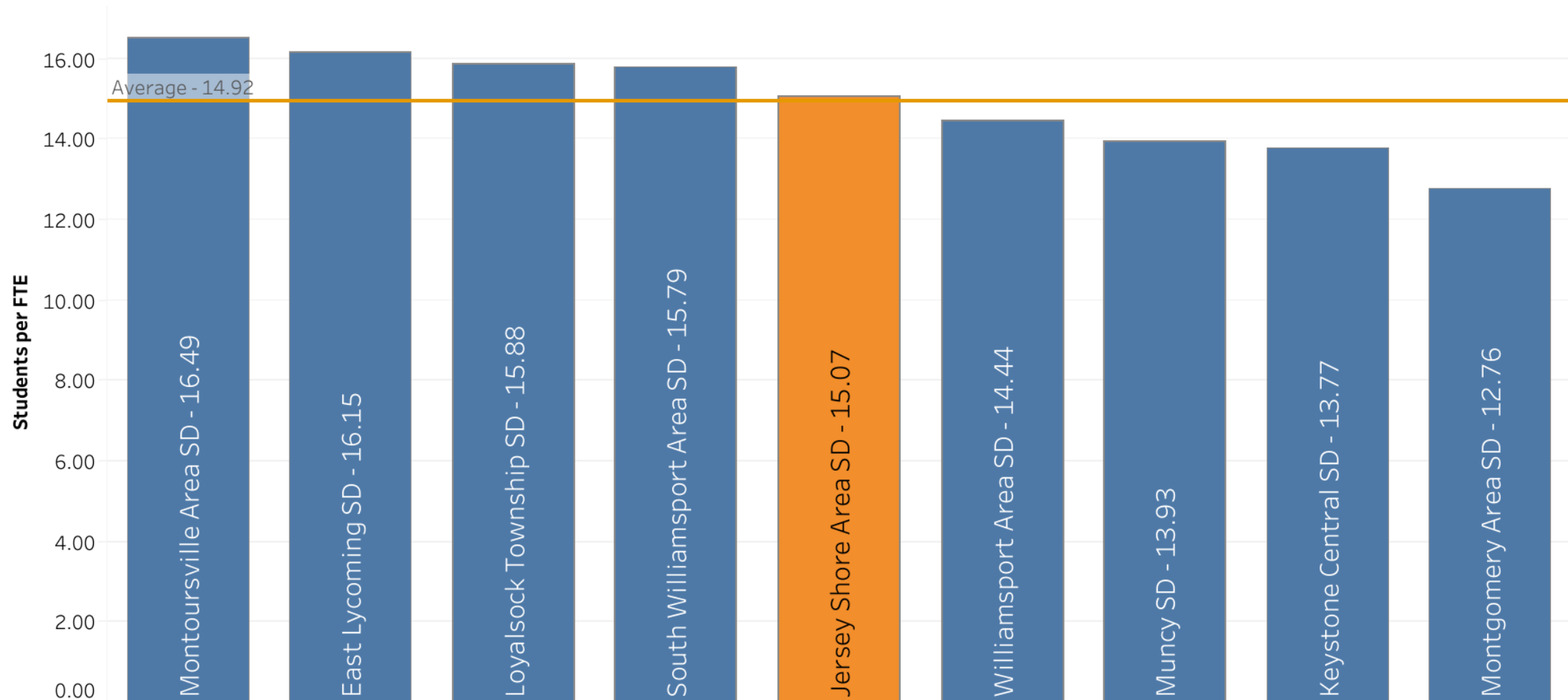
Jersey Shore Area SD: State of the District

2020 - Teacher Salary



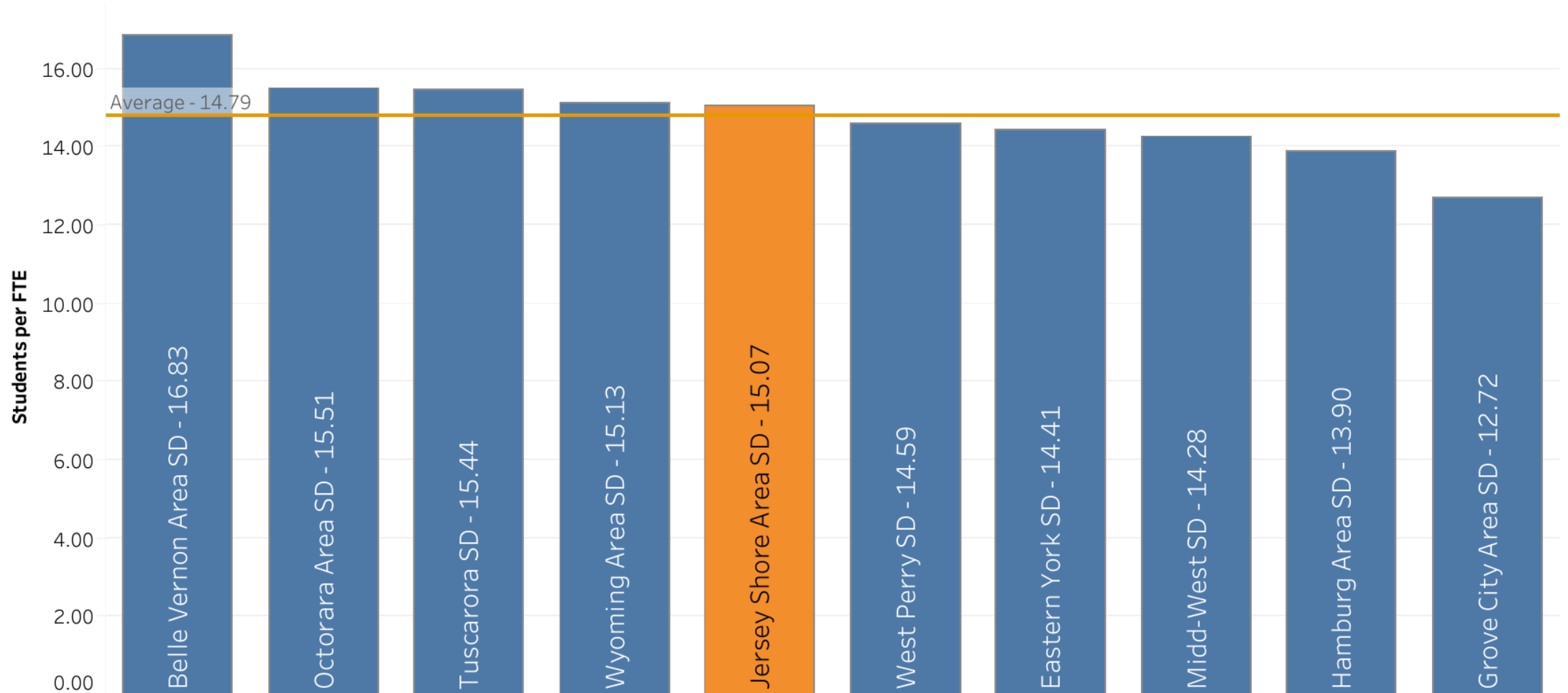
Jersey Shore Area SD: State of the District

2020 - Student per Teacher FTE Comparison



Jersey Shore Area SD: State of the District

2020 - Student per Teacher FTE Comparison



How do teacher staffing levels compare?

What are the trends in ELA and Math performance?

How does ELA performance compare?

How does Math performance compare?

How are Student subgroups performing?

Data Notes

Data Notes

Enrollment data consists of fall student counts from the Pennsylvania Department of Education - <https://www.education.pa.gov/DataAndReporting/Enrollment/Pages/PublicSchEnrReports.aspx>

The **Pennsylvania System for School Assessment (PSSA)** is the adopted Commonwealth of Pennsylvania standardized test for elementary students. School-level data is available from the Pennsylvania Department of Education - <https://www.education.pa.gov/DataAndReporting/Assessments/Pages/PSSA-Results.aspx>
District-level data was acquired via a Right to Know request.

Financial information is obtained from the Pennsylvania Department of Education's Annual Financial Report (AFR) files - ftp://copaftp.state.pa.us/pub/PDE_PUBLIC/PDE_AFR/AFRData/

Operating Revenues are all items from the General Fund, while **Operating Expenses** includes all items from the General Fund excluding facilities acquisition and construction and other financing uses
ftp://copaftp.state.pa.us/pub/PDE_PUBLIC/PDE_AFR/AFRData/

Salary and FTE data is acquired from Pennsylvania Department of Education (PDE) Professional Personnel Individual Staff Data records: <https://www.education.pa.gov/DataAndReporting/ProfSupPers/Pages/ProfPersIndStaff.aspx>

5Sight Home page: <https://5share.com/5sight/home.html>



JERSEY SHORE AREA SCHOOL DISTRICT

LEARNING | GROWING | SUCCEEDING

2021 – 2022 District Goals

Goal 1 – The district will use multiple measures of data (process, demographic, perception and learning) to improve teaching, learning, and to help the district fulfill its vision of student achievement.

1. Identify the purpose of using data
2. Provide professional development on the use of data
3. Analyze data to establish instructional practices and target improvement areas.
4. Create/charge building teams to analyze data
5. Check implementation of action plan

Goal 2 – Create an inclusive culture that encompasses a “Bulldog Nation” by focusing on community, teamwork and bulldog pride.

1. Create/build opportunities for K-12 connections
2. Community involvement in school branding
3. Establish district-wide opportunities to showcase school pride
4. Create and share district norms for operational expectations
5. A Bulldog is:
 - a. Courageous
 - b. Loyal
 - c. Tenacious
 - d. Principled
 - e. Compassionate

Goal 3 – Enhance Opportunities for students to prepare for their future.

1. Review current course offerings and identify gaps, needs and opportunities for growth
2. Investigate K-16 curriculum alignment to prepare students
3. Identify staffing needs/changes for K-12 curriculum and program offerings

APPENDIX C

Jersey Shore Area School District Superintendent Objective Performance Standards 2021-2022

1. The Superintendent will support and monitor principal goals as a result of the change in Act 13 Principal evaluation. All Principals, Assistant Principals and the Director of Student Services will be evaluated using these goals by the completion of the 2021-2022 school year. This supports District Goal 1.
2. The Superintendent will foster and encourage open, meaningful dialogue with the School Board and all stakeholders and will continue to disseminate timely and relevant information including community letters, Board Updates and Superintendent's Reports. This supports District Goal 2.
3. During the 2021-2022 school year, the Superintendent will provide instructional leadership to building principals and ongoing oversight of the performance of each district school and to that end will provide a series of professional development to administrators and teachers on the use of student data to enhance instruction. This supports District Goal 3.

Act 93 Plan
for the
Jersey Shore Area
School District

Administrative Evaluation
and
Compensation Plan

July 1, 2021 – June 30, 2024

Administrative Compensation and Evaluation Plan 2021 - 2024

The Jersey Shore Area School District Board of School Directors recognizes the importance of maintaining an effective management team to strengthen the organizational and educational programs of the school district.

Creating and sustaining a professional climate and operational procedures that use the full creative capacities of all administrators is a prime responsibility of the School Board. By its very nature, this calls for common understanding, mutual respect, and a full measure of confidence among all those who work for the system and those who serve on the School Board. Therefore, to provide quality educational programs, the School Board requires a continuous self-improvement salary system demanding that administrators be professionally prepared and possess leadership qualities with power and courage to make intelligent and wise management decisions.

Pursuant to the "Public School Code of 1949" as amended, Section 1164, the School Board adopts the following Administrative Compensation and Evaluation Plan.

Compensation becomes effective July 1, 2021.

1. Definitions

The term "Management Team Member" shall include the following position for the purpose of this Plan:
Administrative Positions:

Certified Administrators

Assistant Principals
Principals
Director of Pupil Services

Non-Certified Administrators:

Business

Accountant (until 01.01.2022)
Assistant Accountant and Human Services
Assistant Business Manager/Director of Accounting

Technology

Director of Technology
Network/Computer Technician Specialist
Student Data Coordinator

Athletic

Athletic Director
Athletic Trainer

Other

Director of Buildings and Grounds
Digital Print/Media Specialist

2. Compensation Plan

The Plan for the Management Team has been determined following a "meet and discuss" session.

3. Compensation and Evaluation Components

- Part I.....Base Salary Increment
- Part II.....Performance Appraisal System
- Part III.....Salary Schedules
- Part IV.....Fringe Benefits

Part I
Base Salary

Base Salaries for each position are listed in Part III of this agreement.

Part II
Performance Appraisal System

The School Board recognizes the value of continual and systematic evaluation of school’s managerial systems and the individuals responsible for the development and implementation of those systems. Administrators will be evaluated by their Supervisor using either Form PDE 82-2 or Form PDE 82-3.

Part III
Salary Schedule

New Hires: The board reserves the right to set the starting salary for any new hire during this agreement.

Administrative Positions

Certified Administrators**	20/21	21/22	22/23* 23/24*
High School Principal	108673	110303	
Middle School Principal	108406	110032	
Elementary School Principal	108140	109762	
Assistant Principals	99876	101374	
Director of Pupil Services	99876	104000	

Non-Certified Administrators

Business

Accountant (till 01.01.2022)	76936	78090
Asst Business Manager/Director of Accounting		TBA
Assistant Accountant and Human Resources	47500	48213

Technology

Director of Technology	89598	93000
Network/Computer Technician Specialist	54140	57000
Student Data Coordinator		43500

Athletic

Athletic Director	62676	63616
Athletic Trainer***	61960	62889
Other		
Director of Buildings and Grounds	68873	72000
Digital Print/Media Specialist	40673	41283

The length of the contract will be three (3) years.

*Salaries may be adjusted annually by the Board on July 1st of each subsequent year of this contract which will be determined no later than April 1st of that year.

** All certified administrators will be 12 month employees.

*** Athletic Trainer 200 days starting with the beginning of the fall PIAA season

Any Act 93 member actively serving on the Safe-to-Say Something Team will be given an annual \$1,000 stipend.

Any Principal or Assistant Principal also named CTE Director will be given an annual \$7,700 stipend.

The Board retains the right to adjust an employee’s annual salary during the term of this Agreement provided that such adjustment shall not reduce the annual salary in effect.

Act 93 and Board Meeting

The Board acknowledges and values its employees’ commitment and time to the District. A meeting with the board may be set up for general discussions with members of the Act 93 group on an as needed basis. The Board President will contact the Superintendent if the board would like to initiate a meeting. The Superintendent will contact the Board President if the Act 93 Team would like to initiate a meeting.

***Part IV
Fringe Benefits***

The fringe benefits addressed in the agreement between the School Board and the Act 93 Administrators shall apply to the administrators as listed under the definitions of Management Team Members.

1. **Life Insurance:** Administrators will be provided group term life insurance equal to two (2) times their annual salary (maximum \$200,000)
2. **Sick Leave:** Sick leave will be calculated by earning one (1) day per month of service to the District, or twelve (12) days per year (athletic trainer ten (10) days per year) and will be cumulative. Unused sick leave will be paid at retirement at the rate of \$60/day up to a maximum of 250 days.
3. **Family Leave Days:** Act 93 member will be allowed to use eight (8) sick days as family leave days to attend to the health needs of an immediate member of the family as defined by the PA School Code.

4. **Personal/Emergency Day:** Administrators will have up to two (2) personal days per year and (1) emergency day per year. Members will be able to carry five personal days. There will be no payout for unused personal days.
5. **Travel and Entertainment:** Travel reimbursement will be paid at the current IRS mileage rate and as approved by the Superintendent. **Meals in conjunction with travel will be eligible for reimbursement at the then current IRS rate for the locality where the conference is held.**
6. **Post-retirement Health Insurance:** The School District will pay the cost of the employee's health coverage only (no spousal coverage), minus the full Pennsylvania State Employee's retirement subsidy in effect at the time, until such retiree is eligible for alternative health coverage and the annual co-pay in effect for them at the time of their retirement up-to a maximum \$250 monthly. The retiree must meet the following criteria:
 - a) The retiree must be **53** year of age or older upon the date of retirement.
 - b) The retiree must have at least 10 years of service in the Jersey Shore Area School District
7. **Family Health and Insurance:** Family Health Insurance plan which is equal to the JSAEA contract plan. The following copays will apply each year of the Agreement.

Certificated Administrators:

Traditional Plan	19% of premium
PPO C	15% of premium
CDHP	0% of premium

Non-Certificated Administrators:

Traditional Plan	16% of premium
PPO C	12% of premium
CDHP	0% of premium

The District will deposit the following amounts into HSA account each year of the agreement for those employees who choose to enroll in the CDHP

\$1,000 single/\$2,000 for all other plans

- a. A member who wants to opt out will notify the Business Office during the open enrollment period, April 15 to 30. The opt-out period will begin on July 1. The **\$5,000** opt out will be paid in a lump sum on or before November 30.
- b. If extenuating circumstances occur, as defined by COBRA, an opt-out member will be able to enroll in the district health insurance during a non-enrollment period. The entire opt out amount received will be returned to the district.
- c. Hires after July 1, 2018 will not have the option of choosing the Traditional Plan or the PPO C Plan.
- d. If, at any time, the premium for any District plan will exceed the threshold amount as stated in the current federal Health Care Reform Act (or as stated in any applicable federal or state legislation enacted hereinafter) so as to subject such a plan to a tax or fee, the parties agree that said plan will

either be modified so as to reduce the premium below the threshold amount or eliminated as a plan option in its entirety, in the year prior to the year in which such tax shall be applicable. If such a plan is not modified or eliminated, and such tax is imposed upon the District either directly or indirectly, all employees who enroll in that plan shall pay the entire amount of the tax or fee imposed upon the District relative to the total premium so as to pay the difference, in addition to the agreed upon employee contribution as stated in the contract. As an example, if the employee benefit premium is \$15,000 and the employee's premium contribution is 10% and the tax threshold amount is \$10,000, the employee's total contribution will be \$3,500 (\$1,500 (10% of \$15,000) plus \$2,000 (40% of \$5,000)).

8. Dental Plan: The Board will provide dental insurance for the employees and their eligible dependents covered by this Agreement, which coverage shall be as follows:

Maximum benefit per individual per policy year:	\$2,500
Deductible:	None

Co-insurance:

Insurance Company pays:

- | | |
|------------------------|---|
| a) Preventive services | 100% of usual and customary services |
| b) Basic service | 100% of usual and customary services |
| c) Major services | 80% of usual and customary services |
| d) Orthodontics | 50% of usual and customary services up to \$1,000/person/year |

9. Tuition Reimbursement: Tuition reimbursement up to the amount charged for graduate credits by the Pennsylvania State University up to a maximum of twelve (12) credits earned during the school year (September to August). Any credits in excess of twelve (12) will be reimbursed the following year. The employee must remain in the employ of the Jersey Shore Area School District for three (3) JSASD school semesters after completion of the course. In the event an employee does not remain for three (3) JSASD school semesters, the cost of the tuition which has been reimbursed will be refunded to the JSASD. Exceptions to this payback provision are as follows:

1. Involuntary termination
2. Disability retirement
3. Death of the employee
4. Furlough/Non-Renewal

NOTE: Involuntary termination would permanently exempt the employee from any payback obligation even if the employee was recalled to the District at some future date.

10. Income Protection (Long-term Disability Insurance): The Board shall provide disability insurance for each Act 93 member through a carrier to be selected by the Board – monthly benefit of 66 2/3% of salary to age 65. Three month qualifying period and all other inclusions and exclusion as a described in current policy.

11. Professional Organizations: The District will reimburse each Act 93 member an amount not to exceed \$1,000 per year for membership in approved organizations that relate to his/her specific position on the Management team. Prior approval will be necessary and will be made on an individual basis by the Superintendent.

12. **Longevity Retirement:** Longevity retirement will be paid to all Administrators, employed on or before July 1, 2021, based on administrative service to the district as follows:

<u>Years of Service</u>	<u>Amount</u>
7 – 15 years	\$10,000
16 – 19 years	\$13,000
20+ years	\$14,000

13. **Vision Plan:** The Board agrees to fund the PSEA Health and Welfare Fund, NVA plan for the individual employee. Each employee will have the option of paying the difference between the single and family rate for family coverage.
14. **Vacation:** In addition to 20 vacation days per year provided by Board policy and upon completing five years as an administrator, a team member will be allowed to add one day per year up to five additional vacation days maximum. Members will be able to carry 5 additional days of vacation at one time. Vacation days not used by August 31 beyond the five additional days will be rolled over September 1st into an accumulated account. Upon retirement under a PSERS plan, each Act 93 member would receive \$125 per day for accumulated vacation time in the account up to a maximum of 100 days. Any current year's vacation time would be paid per diem. The athletic trainer being on a 10 month schedule will not receive vacation.

2021-2022

First Name	Last Name	Grade Level	Building	Stipend \$
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Grade Level Leaders				
Lisa	Cenimo	Kindergarten		\$1,000.00
Ann	Knipe	First Grade		\$1,000.00
Theresa	Caimi	Second Grade		\$1,000.00
Diane	Mantek	Third Grade		\$1,000.00
Alison	Confer	Fourth Grade		\$1,000.00
Nicole	Allison	Fifth Grade		\$1,000.00

School Wide Positive Behavior Leaders				
Courtney	Weidler		Avis Elem	\$200.00
Alison	Confer		Avis Elem	\$200.00
Adrienne	Miller		JSAE	\$200.00
Jodi	Woleslagle		JSAE	\$200.00
Roxanne	Crist		Sall Elem	\$200.00
Beth	Gill		Sall Elem	\$200.00
Krista	Callahan		Middle School	\$200.00
Erin	Bonsell		Middle School	\$200.00
None			Senior High	

Energy Leaders				
Heath	Rager		Energy Champ-High School	\$500.00
Tracy	Silvis		Middle School	\$400.00
None			JSAE	
Holly	Dittmar		Avis Elem. & Sall. Elem.	\$400.00

Department Coordinators				
Charlotte	Bierly	Art	High School	\$2,350.00
Rock	Griswold	Business/Computer Technologies	High School	\$2,350.00
Mallory	Myers	Counselors	MS/HS	\$2,350.00
Michele	Long	English	High School	\$2,350.00
Heather	Reeder	Technology Education	High School	\$2,350.00
Thomas	Neuschafer	Foreign Language	High School	\$2,350.00
Katie	Wert	Library/Media	JSAE	\$2,350.00
Robert	Fox	Mathematics	High School	\$2,350.00
Christopher	Lahr	Music	Senior High	\$2,350.00
Judy	Morlock	Nurses	Middle School	\$2,350.00
Eric	Eiswerth	Physical Education/Health	High School	\$2,350.00
Jennifer	Ingraham	Reading	JSAE	\$2,350.00
William	Ferguson	Science	High School	\$2,350.00
Tim	Greene	Social Studies	High School	\$2,350.00

2021-2022

Brent	Wheeland	Career and Technical Education	High School	\$2,350.00
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High School Grade Level Advisors

Janna	Riggle	Ninth Grade Advisor	High School	\$857.00
Michele	Long	Ninth Grade Advisor	High School	\$857.00
Michele	Persun	Tenth Grade Advisor	High School	\$857.00
Zoraida	Pagan	Tenth Grade Advisor	High School	\$857.00
Charlotte	Bierly	Eleventh Grade Advisor	High School	\$1,285.00
Sarah	Keim	Eleventh Grade Advisor	High School	\$1,285.00
Jessica	George	Twelfth Grade Advisor	High School	\$1,285.00
Julie	Wagner	Twelfth Grade Advisor	High School	\$1,285.00

Yearbook Publication Advisor

Janna	Riggle		High School	\$2,237.00
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Yearbook Financial Advisor

Janna	Riggle		High School	\$1,662.00
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Cullinary Arts Event Advisor

Matthew	Wolford		High School	\$2,800.00
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Band Front Advisor

Quinn	Henry		Fall	\$1,178.00
Tyler	Walk		Fall	\$1,178.00
Savannah	Greene		Fall	\$1,178.00
Savannah	Greene		Spring	\$1,178.00

High School Band Director

Christopher	Lahr		High School	\$4,302.00
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High School Chorus Director

Heather	Haigh		High School	\$2,145.00
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Middle School Band Director

Liza	Smith		Middle School	\$2,145.00
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Middle School Chorus Director

Andrea	Bowers		Middle School	\$2,145.00
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All Elementary Band/Chorus Director

Andrea	Bowers		Middle School	\$400.00
Liza	Smith		Middle School	\$400.00



JERSEY SHORE AREA SCHOOL DISTRICT

LEARNING | GROWING | SUCCEEDING

August 9, 2021

Delta Dental
One Delta Dental Dr.
Mechanicsburg, PA 17055

We have selected April Wuethrich, Henry Dunn Inc. as the Producer(s) of Record, effective 7/1/2021 for our group Dental benefits and replaces any prior POR.

The Producer of Record will remain in effect until notified via a revised Producer of Record letter. In addition, the client hereby acknowledges and agrees that you may disclose enrollment, plan summary information and/or premium billing information, claim utilization as well as benefit booklets, executed administrative services or insurance contracts requested by the Producer of Record.

It is understood that the named Producer(s) of Record may receive commissions in consideration for the services provided.

Signature of Authorized Client Representative

Date

Print Name of Authorized Client Representative

Title

District Service Center
175 A&P Drive
Jersey Shore, PA 17740

Dr. Brian T. Ulmer, Superintendent
Office: 570.398.1561
Fax: 570.398.5089

Agreement to Establish Mental Health Psychiatric School-based Outpatient Services

This Agreement is made and entered into this 20th day of August 2021 by and between the Jersey Shore Area School District (hereinafter the "District") and Community Services Group (hereinafter "CSG") with offices at 1000 Commerce Park Dr., Williamsport, PA 17701.

WHEREAS, the District wishes to establish a partnership with a qualified organization to provide working parents/guardians of District's school-aged students with access to outpatient mental health assessments, therapy, and telepsychiatry services;

WHEREAS, CSG possesses the necessary license and personnel to provide outpatient mental health assessments, therapy, and telepsychiatry services and is willing to partner with District to provide eligible District's school-aged students with those services;

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, the parties hereto, intending to be legally bound, agree as follows:

1. Premises. The "Premises" shall mean the location within the Jersey Shore Area School District (hereinafter "school" or "schools") being provided to CSG by the District for school-based outpatient mental health assessments and therapy services. The building principal shall designate the areas within the school building that shall be used for outpatient mental health assessments, therapy, and telepsychiatry services.

2. Use of Premises. The Premises will be used by CSG to provide school-based outpatient mental health assessments, therapy, and telepsychiatry services to District school-aged students and their families and for no other purpose. The District shall provide a confidential space for assessment, therapy, and telepsychiatry sessions. CSG's use of Premises is not exclusive, and shall not interfere, disrupt or otherwise impair the District's use of the Premises for its primary intended purpose of operating a public school. The District, in its sole discretion, may specify, change or otherwise modify the dates and times that the premises will be made available to CSG for mental health assessments, therapy, and telepsychiatry services. All CSG personnel entering the premises for any reason must register with the school office and comply with all visitor protocols to ensure the safety and security of the school building, staff and students.

3. Student Referrals. The District is under no obligation to refer school-aged students and their families for outpatient mental health assessments, therapy, and telepsychiatry services with CSG. However, the District agrees that it will take reasonable measures to notify students and their families that outpatient mental health assessments, therapy, and telepsychiatry services are available through CSG. CSG shall not solicit District personnel or otherwise seek to obtain the names of students, student information or student education records without strictly complying with the disclosure requirements set forth in Family Education Right to Privacy Act ("FERPA"), 20 U.S.C. § 1232g, its implementing regulations, 34 C.F.R. Part 99, and any other state and/or federal laws protecting the confidentiality of student information.

4. Confidentiality of Student Information. The District and CSG understand their respective duties to comply with state and federal laws and/or regulations which require each party

to protect the confidentiality of either student or patient information, including the duty to notify individuals of unauthorized access to confidential information that is electronically stored. Each party agrees to respect the other parties' need to comply with such laws.

5. Prior Written Permission for All Mental Health Assessments, Therapy, and Telepsychiatry Services. Prior written permission from the parent and/or legal guardian of any school-aged student receiving outpatient services on the premises. No mental health assessment, therapy, or telepsychiatry sessions shall be scheduled or otherwise occur between CSG personnel and any school-aged student unless the student's parent/legal guardian has prior advance knowledge of such mental health assessment, therapy, or telepsychiatry sessions. The District reserves the right to require CSG, and its personnel, to demonstrate that prior written permission for student mental health assessments, therapy, and telepsychiatry services has been obtained for any mental health assessment, therapy, and telepsychiatry sessions that are taking place on the premises. If the student is 14 years of age or older, that student can consent to mental health treatment services without parental/personal representative consent. However, it is the practice of CSG to try to secure the consent from both the minor and the personal representative.

6. Cost for Mental Health Assessments, Therapy, and Telepsychiatry Services. The District and CSG understand and agree that any and all mental health assessments, therapy, and telepsychiatry services provided to District students and/or their parents or guardians shall be provided without cost to the District. CSG may make arrangements to obtain local, state or federal grant to pay for such mental health assessments, therapy, and telepsychiatry services, as well as to seek payment directly from health care insurers, managed care organizations or other legal entities that offer District students and/or their parents or guardians health care and/or mental health assessments, therapy, and telepsychiatry services that fall within the parameters of the services contemplated by this Agreement.

7. Term of Agreement. The initial term of this Agreement shall be one (1) year, beginning August 20, 2021 and ending August 19, 2022 unless sooner terminated as herein provided. This Agreement may be renewed for successive terms of one (1) year each, upon such terms and conditions that the parties may mutually agree; however, if either party does not wish to renew this agreement, said party shall provide the other party written notice of non-renewal at least thirty (30) days prior to the end of the then-current term. The District or CSG further reserves the right to terminate this agreement at any time for any reason, so long as thirty (30) days advance written notice to be provided the party. If such termination occurs, both the District and CSG understand and agrees the other party, its directors, employees, and agents shall not be liable for any claims or damages alleged stemming from the decision to terminate this Agreement.

8. Suspension/Termination of Agreement for Cause. The District reserves the right to immediately suspend or permanently terminate this Agreement, if it reasonably believes that CSG, its employees, contractors or agents have engaged in behavior that is detrimental to the well-being of the District's education program, interferes with the District's operations or otherwise threatens the safety or well-being of District students and/or staff. If the District exercises its right pursuant to this paragraph, it shall immediately provide CSG with written notice of that decision as contemplated in paragraph 21 of this Agreement.

9. Duties to Keep Premises Clean. CSG shall keep the Premises in a clean, orderly and safe condition to the reasonable satisfaction of the District. CSG shall promptly report to the District any damage to and/or unsafe condition within the Premises that is observed while providing outpatient mental health assessments, therapy, or telepsychiatry services. CSG shall be responsible for removal of any of its personal property, files or records from the Premises at the end of each day, unless the parties mutually agreed in writing to allow such items to be stored on the Premises. The District shall not be liable for the loss of or damage to any items CSG may intentionally or unintentionally leave on the Premises.

10. Insurance.

- (a) CSG shall purchase and maintain, at CSG's sole expense, insurance against claims for personal injury and professional liability claims under a single policy and/or separate policies providing general, liability, professional liability and excess/umbrella liability insurance with limits of (1) at least \$1,000,000 for claims to any one person; (ii) and (ii) with aggregate amounts of \$2,000,000 of coverage. Such policy or policies shall name both CSG and District as insured and shall be with a company authorized to issue the same in the Commonwealth of Pennsylvania. CSG shall also purchase and maintain such additional umbrella insurance coverage for said claims in such amounts deemed acceptable by the District.
- (b) CSG shall deliver to District original or duplicate policies, or certificates of insurers evidencing the existence of all insurance which is required to be maintained by CSG hereunder, such delivery to be made (i) promptly after the execution and delivery hereof, (ii) within thirty days prior to the expiration of any such insurance, and (iii) upon the reasonable request of District at any time during the term hereof or any renewal term.

11. District's Right of Access for Inspection. District shall have the right at any reasonable time to enter the Premises where mental health assessment, therapy, and telepsychiatry sessions occur for the purpose of making inspections of the Premises, or for any other purpose related to the safety, protection or improvement of the Premises, or for any other purpose related to District's normal operations of the Premises as a public school.

12. Personal Property. All personal property of CSG of any kind and description including trade fixtures, furniture, furnishings, equipment and supplies situated upon the Premises shall be at CSG's sole risk and District shall not be liable for any damage thereto unless such damage is caused by the willful acts of the District. CSG or its personnel is responsible for securing all CSG property upon the completion of outpatient mental health assessment, therapy, and telepsychiatry sessions each day. Moreover, CSG shall have sole responsibility for maintaining, storing and otherwise keep in confidence any and all records that it creates or otherwise generates while providing outpatient mental health assessments, therapy, and telepsychiatry services to school-aged students and their families.

13. Indemnification. Except for District's own negligent or willful acts, CSG shall defend, indemnify and hold the District free and harmless from any and all claims, judgments, fines, penalties, costs, expenses, attorney fees, damages or liability occasioned by any act of CSG, CSG's agents, contractors, employees, invitees or patients, or 3 by reason of the failure on the part of any such

person or persons to perform any act of thing which should have been done or performed hereunder, or arising out of any accident causing injury, harm or death to any person whomsoever or damage to any property whatsoever and due directly to the use of the Premises, or any part thereof, by CSG, CSG's agents, contractors, employees, invitees or customers.

14. Independent Contractor. The District and CSG intend that an independent contractor relationship will be created by this agreement. CSG and its employees, contractors or agents performing services contemplated by this Agreement are not employees or agents of the District. CSG will not hold itself out as, nor claim to be, an officer or employee of the District as a result of this Agreement, nor will CSG make any claim or right, privilege or benefit which would accrue to such employee under law.

15. Assignment. CSG shall not assign or subcontract this Agreement or CSG's right or obligations hereunder, in whole or in part, without the prior written consent of the District, and any assignment or subcontract not consented to by the District shall be void. Except as provided above, this Agreement shall bind and benefit CSG and the District, and their respective successors and permitted assigns.

16. Permitted Changes. In recognition of the likelihood that the fundamental nature of the work to be accomplished under this Agreement may involve changes from time to time, CSG and the District hereby agree that the District may, by written direction, at any time during the course of this Agreement, make changes in any one or more of the following items: times, places of performance or delivery of the Services or other documents to be provided under this Agreement.

17. Nondiscrimination. CSG and its employees and agents are prohibited from engaging in discrimination or retaliation against any person because of religion, age, ancestry, race, color, national origin, gender, marital, or parent status, religious creed, sexual orientations, disability, handicap, genetics or veteran status in providing services contemplated by this Agreement.

18. Sexual Harassment Clause. CSG must establish and maintain a written sexual harassment policy and shall inform their employees of such policy. The policy must contain a notice that sexual harassment will not be tolerated and employees who practice it will be disciplined and otherwise prohibited from providing services at the District.

19. Special Provisions. The following special provisions shall apply with regard to CSG's operations of the school-based outpatient mental health assessment, therapy, and telepsychiatry center:

- (a) CSG agrees to obtain all necessary permits and licenses required to operate a school-based outpatient mental health assessment, therapy, and telepsychiatry center and will insure that all such permits and licenses relating to the operation of a school-based outpatient mental health assessment, therapy, and telepsychiatry center shall remain in compliance with any and all federal, state or local statutes, rules, and regulations.
- (b) CSG warrants that any employee, contractor or agent that provides outpatient mental health assessment, therapy, or telepsychiatry services on the District's premises, or accessing such premises for such purposes, is of good moral character and does not have a reputation or condition which would endanger or otherwise harm the physical or mental well-being of school-aged students.

All CSG contractors and employees shall be properly licensed, credentialed, certified and/or otherwise qualified to provide outpatient mental health assessments, therapy, and telepsychiatry services in accordance with all federal, state and local statutes, regulations, and government policies. All CSG contractors and employees shall obtain criminal background checks and child abuse clearance checks according to current and future laws of the Commonwealth of Pennsylvania governing school employees in order to have access to school-aged students on the premises. CSG shall provide the District with copies of all criminal background checks and child abuse clearance checks for contractors or employees that enter the premises to provide services.

- (c) Additionally, throughout the terms of this Agreement, CSG and its employees must provide the District with written notice, on the form designated by the Pennsylvania Department of Education, within 72 hours of any arrest or conviction of an offense enumerated within 24 P.S. § 1-111, as amended (the "Act 24 Notice").
- (d) CSG shall be required to comply with all District Policies and Procedures while on District property or interacting with its students and/or their parents or guardians in furtherance of the services contemplated by this Agreement.
- (e) Hours of operation per day and days per week will be mutually agreed upon from time to time between the District and CSG. Outpatient mental health assessments, therapy, and telepsychiatry services will generally occur between 7:30 AM to 3:30 PM Monday through Friday. **NO MENTAL HEALTH ASSESSMENTS, THERAPY, OR TELEPSYCHIATRY SESSIONS SHALL BE SCHEDULED DURING THE STUDENTS' INSTRUCTIONAL DAY WITHOUT THE PRIOR WRITTEN PERMISSION OF THE STUDENT'S PARENT/LEGAL GUARDIAN IF THE STUDENT IS UNDER THE AGE OF 14.**
- (f) When the District delays the start of the school day due to inclement weather, CSG shall alter their scheduled mental health assessment, therapy, and telepsychiatry sessions to mirror District's shortened school day. CSG shall not have access to the Premises on dates that the Premises is closed by the District due to non-student days, scheduled holidays, snow days or other reason. CSG may operate on non-student days during the summer, except holidays with prior written permission from the Superintendent of Schools.
- (g) CSG shall comply with District's expectations and deliveries to ensure all the safety, security and well-being of all children receiving services.
- (h) CSG personnel is only authorized to access the premises when a District employee is present. The District, in its sole discretion, may elect to issue CSG personnel District

identification cards used for its employees. If issued, the identification card must be worn at all times.

20. Confidentiality. The District understands that any mental health assessments, therapy, and telepsychiatry sessions are confidential and that the results of any assessment and or the content of any therapy or telepsychiatry session will not be shared with the District unless express written permission is secured from the student or in the event that the student is under 14 years of age, the student's parent or legal guardian.

21. Notices. All notices hereunder shall be in writing and shall be deemed to have been given when delivered by hand or by first class U.S. mail, as follows:

If to District, to: Dr. Brian Ulmer
 175 A&P Dr.
 Jersey Shore, PA 17740

If to CSG, to: Aimee Tsikitas, LCSW
 Director of Treatment Services
 1000 Commerce Park Dr., Suite 110
 Williamsport, PA 17701

22. Waiver. No waiver of any of the obligations, covenants and conditions of this Agreement, or the breach of any obligations, covenants or conditions shall be taken to constitute a waiver of any subsequent breach of such obligations, covenants or conditions, or to justify or authorize the non-observance of any other occurrence of the same or of any other obligations, covenants and conditions.

23. Governing Law. This Agreement shall be governed by the laws of the Commonwealth of Pennsylvania. The venue for any litigation regarding the terms set forth in this agreement shall be the Court of Common Pleas for Lancaster County, Pennsylvania.

24. Entire Agreement. This Agreement sets forth all of the understandings between District and CSG relative to the use of the premises and there are no other promises, agreements, conditions or understandings, either oral or written, between them with respect to the use of the premises other than as set forth herein. Except as otherwise provided herein, no subsequent alteration, amendment or addition to this agreement shall be binding upon District or CSG unless reduced to writing and signed by both District and CSG.

IN WITNESS WHEREOF, the District and CSG have caused this Agreement to be signed as of the day and year first above written.

Signed in the presence of:

JERSEY SHORE SCHOOL DISTRICT:

COMMUNITY SERVICES GROUP:

By: _____

By: _____

Name: _____

Name: Aimee Tsikitas, LCSW

Title: _____

Title: Director of Treatment Services

LETTER OF AGREEMENT STUDENT ASSISTANCE PROGRAM SERVICES

This Letter of Agreement is between the **Lycoming-Clinton Joinder Board (LCJB)**, located at **200 East Street, Sharwell Building, Williamsport, PA, 17701** and the **Jersey Shore Area School District (District)**, located at **175 A&P Drive, Jersey Shore, PA, 17740**. Both parties agree to cooperate in providing services for the Student Assistance Program.

SECTION A: Provider Agency Responsibilities

The **Lycoming-Clinton Joinder Board (LCJB)** agrees to adhere to all related Federal, State and Local laws pertaining to the delivery of mental health services and any other statutory or regulatory provisions pertaining to the Student Assistance Program (SAP). Additional responsibilities of the SAP liaison provider agency include:

1. The **LCJB** agrees to appoint a representative to attend and participate in the previously established SAP County Coordination Team meetings that will be held periodically throughout the year.
2. The **LCJB** agrees to designate a qualified liaison (bachelor's level minimum) to provide SAP mental health liaison services to the **District** as outlined in Section A of this Letter of Agreement. The SAP liaison will act as an ad hoc member of the building's Student Assistance Program Core Team (hereinafter referred to as the SAP team). The SAP liaison will attend the scheduled core team meetings for the purpose of consultation, recommendations, referrals, case management and follow-up services.
3. The SAP liaison will provide site-based student screenings/assessments for mental health treatment if recommended by the SAP team and parent/guardian permission is secured or arrange for an assessment if recommended by the SAP team and parent/guardian permission is secured. The SAP liaison will secure releases of information from the student/parent/guardian prior to disclosing information to agencies that may be involved in handling a referral.
4. The SAP liaison will provide referral information for identified students. Referral information should include identification of agencies and/or resources that could serve the needs of identified students and their families. The SAP liaison may assist the identified student and/or family in linking up with the appropriate services.
5. The SAP Liaison will provide postvention assistance to core teams, students, family, and faculty with significant events that would adversely affect the school and community (i.e. student death or other tragic event) as needed/requested by the **District**.
6. The SAP liaison will provide technical assistance to core teams regarding best practices for SAP as per State standards and guidelines.
7. The SAP liaison will provide crisis response consultation via phone while not in the building and on site during scheduled times available in the **District**.

8. The SAP liaison will provide aftercare services for identified students that have returned to the school following treatment. This may include assistance in aftercare planning.
9. The SAP liaison will assist with faculty in-service and student orientation within the limits of staff availability.
10. The SAP liaison will provide educational resources to school personnel, students, families, and community as requested and within the limits of staff availability.
11. The SAP liaison will facilitate or participate in core team maintenance.
12. The SAP liaison will consult with schools around strategies for engaging parents in the SAP process.
13. The SAP liaison will provide technical assistance to the **District** for policy development in areas related to his/her field of expertise.

SECTION B: School District Responsibilities

The **Jersey Shore Area School District (District)** agrees to comply with all related Federal, State, and Local laws pertaining to the delivery of mental health services within school districts, including, but not limited to, the Family Education Rights and Privacy Act (FERPA) and the Protection of Pupil Rights. The **District** also agrees to provide a SAP team that complies with the BEC 24 P.S. 15-1547 for membership, training, common planning times, and ongoing maintenance. Additional responsibilities of the **District** include:

1. The **District** will appropriate a safe and private space in the school where the SAP liaison can provide services; provide for secure storage of student records, and adhere to SAP confidentiality provisions.
2. The **District** will provide copies of their alcohol, tobacco, and other drug policy, suicide/mental health crisis policy, school calendar, a schedule of special activities, and any other school policies, which may affect Student Assistance Program services.
3. The **District** will provide family and community education on the Student Assistance Program.
4. The **District** will provide faculty, pupil personnel and student orientation to the Student Assistance Program that includes staff, services, and referral procedures.
5. The **District** will provide release time as established by the core team for referred students. Release time shall coincide with the normal school day and will be designed so that instructional time is not abused.
6. The **District** will contact parents or guardians of identified students in order to explain referral, gather information, and obtain permission to involve students in the Student Assistance Program.

7. The **District** will submit data (on-line reporting) regarding the Student Assistance Program as requested to the Departments of Health, Education, and Human Services.
8. The **District** will appoint a representative from Central Office, along with the Building Administrator(s) or designee(s), to attend and participate in the established SAP County Coordination Team and/or SAP District Council Meetings that will be held within the school year.

SECTION C: Records

Provider Agency (LCJB) and District (Jersey Shore) agree to the following regarding records:

All records generated by the **District's** Student Assistance Team, with respect to individual students, are records of the **District**; the retention and disclosure of which shall be governed by the policies of the **District** and applicable Federal laws which include:

FERPA (Family Education Rights and Privacy Act of 1974) and HIPAA (Health Insurance Portability and Accountability Act of 1996) regulations should govern procedures regarding any records developed from agency screenings or assessments.

FERPA, amended in 2002 provides parental rights to inspect, review, amend and control disclosure form a child's school record.

HIPAA is a Federal mandate that requires safeguards that protects health information and provides guidelines for disclosing protected information. HIPAA is designed to regulate the exchange of confidential and sensitive information. It requires providers of health care services, including behavioral health providers to keep information secure and available only to authorized personnel by defining standards and methods that will safeguard information

Protection of Pupil Rights Law (HATCH Amendment 2002) (BEC 20 USC 1232h) which states that "...No student shall be required, as part of any program, to submit to a survey, analysis, or evaluation that reveals information concerning: ... Mental and/or psychological problems... without the consent of the parent."

When a student has been referred to a liaison designated by the **LCJB** for screening/or assessment, the records generated become the property of the **LCJB** and are regulated by the applicable Mental Health laws (PA Code Title 55) which requires parental consent for release of information when the child is under the age of 14; for Drug and Alcohol (42 CFR Part 2, Chapter 1) which states that it is the minor patient (student) of a Drug and Alcohol facility or program that controls the release of records and that the minor can receive Drug and Alcohol treatment without the consent of his or her parents.

SECTION D: Conflict Resolution Process

Should there be a conflict between the Core Team and services provided by **LCJB**; the conflict resolution process should work through the levels as follows:

- Step 1. Members of the Core Team and **LCJB** SAP Liaison meet to discuss conflict.

- Step 2. School Building Administrator, County Mental Health Administrator meet.
- Step 3. Chief School Administrator/Superintendent, Office of Mental Health Community Program Manager and Pennsylvania Network for Student Assistance Services' Regional Coordinator meet.
- Step 4. Commonwealth SAP Interagency Committee meets.

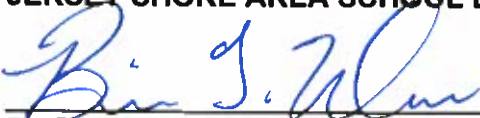
Note: The personnel indicated at each step do not preclude the inclusion of other individuals involved with the Student Assistance Program.

SECTION E: Agreement Terms

As a result of this agreement, SAP liaisons, are school officials and thus have a legitimate educational interest in participating as full members of the SAP Team.

Effective dates of this agreement are July 1, 2021 through June 30, 2022 and continued from year to year unless either party requests to amend or terminate the Agreement. Should either party choose to be released from this agreement, written notification must be made within thirty (30) days of termination to all parties whose signatures appear on this document. This agreement can be amended by mutual agreement of both parties.


JERSEY SHORE AREA SCHOOL DISTRICT



Dr. Brian Ulmer, Superintendent

Date: 7/27/21

LYCOMING-CLINTON JOINDER BOARD



Keith A. Wagner, Executive Director
Joinder Board Secretary

Date: 7/21/2021



JERSEY SHORE AREA SCHOOL DISTRICT

LEARNING | GROWING | SUCCEEDING

Olive L. Gilhart Scholarship Criteria

- 5 annual scholarships at \$3K each (renewable for college career – 2 or 4 years).
- Awarded to a Jersey Shore graduate earning a Jersey Shore Diploma
- Students will be required to submit a FAFSA form to verify need, a transcript, a college acceptance letter indicating program.
- Primary goal is to target students with financial need.
- Goal areas:
 - a. Accounting, Business, Business Admin, Economics, Finance, Marketing – 1
 - b. Science - 1
 - c. Math - 1
 - d. Language Arts – 1
 - e. The 5th scholarship can be given to any of the above areas by the committee
- Scholarship holders that are reapplying will be required to submit a tuition bill and a transcript
- Scholarship Committee
 - a. Dept. Heads for Business, Science, Math and ELA
 - b. Guidance Counselor (as designated by Principal)
 - c. Board member (President or Designee)
 - d. Each committee member ranks submitted applications based on need in each of the 4 areas, then committee can agree on who is awarded the 5th spot.
- Board will review this criteria minimally every 4 years