

# Nittany Valley Charter School Dating Violence Policy

Approved June 21, 2011

It is the responsibility of the educators and parents of Nittany Valley Charter School to prepare the students for positive social relationships as they mature. This will be done in the following ways:

## Modeling respectful behavior

1. NVCS will emphasize the role of school personnel in prevention of teen dating violence through leading by example.
2. All school personnel will model respectful behavior and promote gender equality and mutual respect among all members of the school community.
3. School personnel must respond to bullying, sexual harassment, dating violence and sexual violence immediately and in a manner consistent with the school's policy.

Maintaining a school-wide code of conduct that communicates behavioral expectations prohibiting bullying and sexual harassment by including the following provisions:

1. No person shall engage in any verbal, sexual, or physical conduct that would tend to cause disruption of the educational setting or school activity; or would harass, threaten, attack, injure, or intimidate any other person;
2. All persons on school property or attending any school activity shall be treated with respect;
3. All students are encouraged to seek help from school personnel if they are hurt, threatened, or otherwise harassed by another student or staff member;
4. Students who witness or are aware of incidents or threats are encouraged to prevent harm by speaking on behalf of the victim when it is safe to do so or by getting help from school personnel.

## Educating students on methods of conflict resolution

1. Each class will have one or more direct lessons on methods of conflict management, based on resources such as those provided by the National Crime Prevention Council.
2. Education regarding methods of conflict management will be an on-going objective in each classroom. Modeling methods and leading discussions on the topic will be a regular part of each classroom's day to day operation.



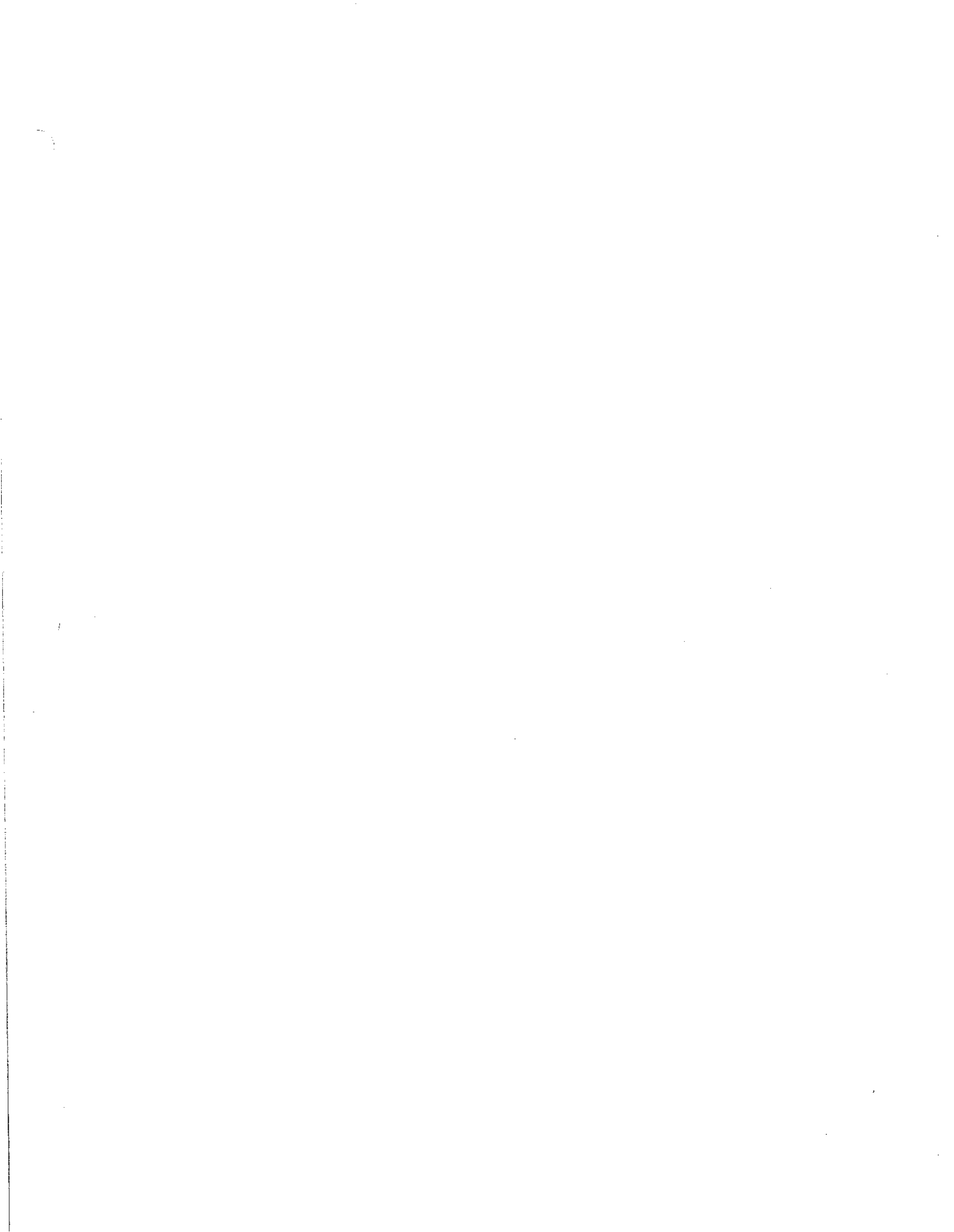
**Nittany Valley Charter School**  
**Search Policy**  
**Approved 9/25/2009**

- (a) Unlocked storage space provided by the school for individual students to store their belongings will be considered the property of the school. Teachers may search these storage areas (cubbies) when looking for lost books, pencils, or other school items. However, before searching personal storage containers owned by a student, such as a backpack or briefcase, students shall be notified and given an opportunity to be present. When school authorities have a reasonable suspicion that the container contains materials that pose a threat to the health, welfare or safety of students in the school, student containers may be searched without prior warning.
- (b) Illegal or prohibited materials seized during a student search may be used as evidence against the student in a school disciplinary proceeding.



## Nittany Valley Charter School Special Education Identification Procedure

Students may not be identified for Special Educational services based on race/ethnicity/sex/religion/sexual orientation. Additionally, the disability category will not be determined by these above factors.



## **Nittany Valley Charter School**

### **Special Education Document Supervisory Procedure**

Created on 2/22/2013

1. Once the Special Education Director/Coordinator has drafted a Special Education document, he/she will submit a paper copy to a designated member of the school staff. If another member of the staff has drafted the document, he/she will alert the Special Education Director/Coordinator, who will proofread it through the digital system.
2. The staff member will proofread the form to ensure it contains the required information, as evaluated through a checklist based on current Pennsylvania Department of Education (PDE) compliance monitoring criteria.
3. The Special Education Director/Coordinator will enter any revisions into the forms, and will print out the final copies which will be stored in the student's file. He/she will also send out the final copies to the parent(s).

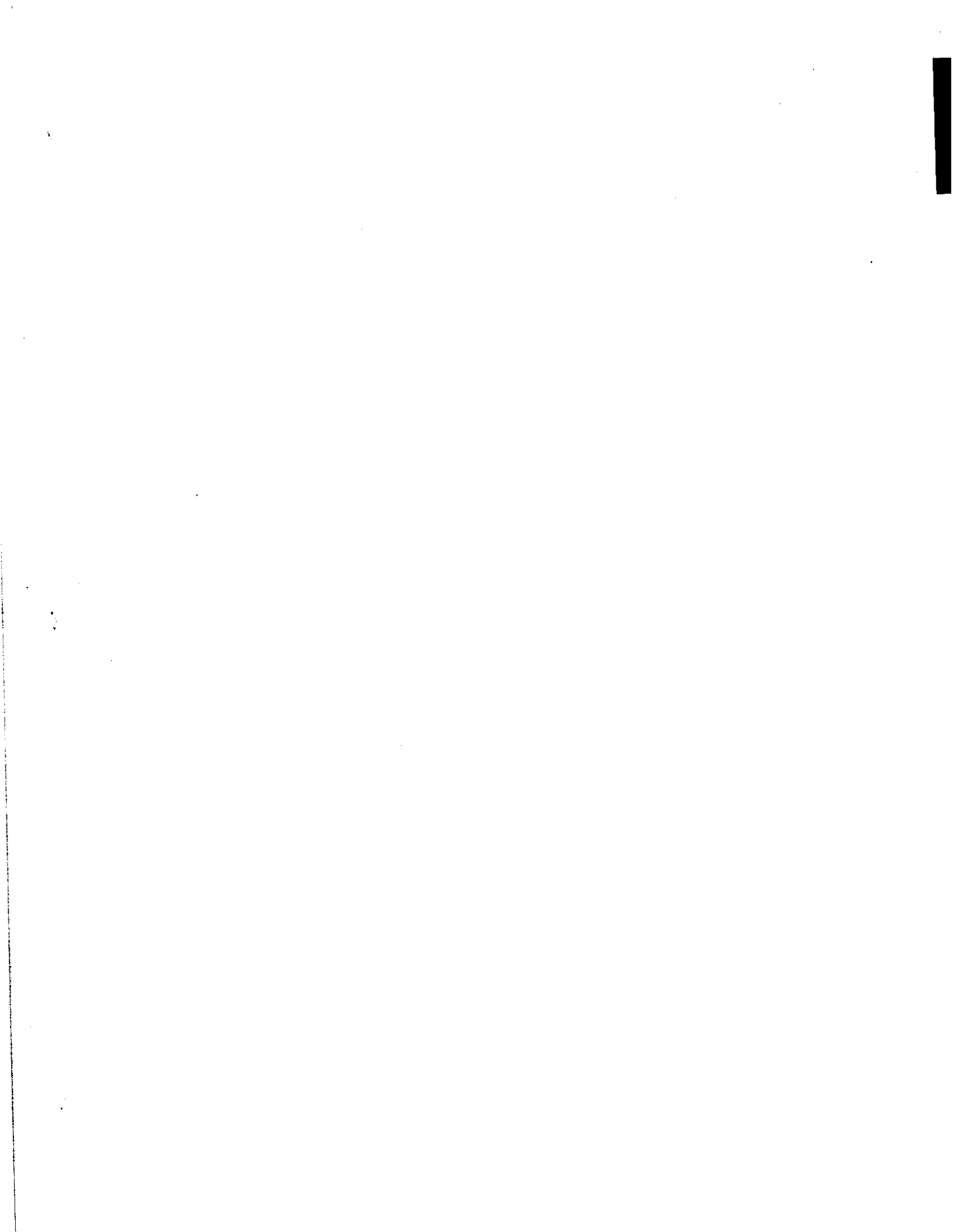




**Student Rights Policy**  
**Approved 9/25/2009**

All NVCS students have the right to a free and full education. In addition students have the right to:

- A safe and healthy school environment
- Be treated with respect at all times
- Express their ideas and have their concerns heard.
- Opportunities to have fun while learning
- Be included in school activities
- Have their accomplishments recognized and celebrated
- Explore their individual interests, have input and help guide their own education
- Make mistakes and get messy



Because it is a legal document, all members of the team are responsible for ensuring that the IEP is followed. Each week, the special education teacher and other teachers will complete weekly progress checklists to report on the child's progress and to check that the modifications and accommodations are being made. The checklists will be sent home to the parents at the end of each grading period. Teachers discuss the child's progress or issues with the special education teacher at each staff meeting and parents of a child with an IEP can contact the special education teacher with questions or concerns at any time.

The IEP will be updated once a year, or sooner if necessary. A teacher or parent can initiate changes at any time.

**Re-evaluation:** Students on an IEP are reevaluated every three years to determine whether the disability is still present or whether the goals or modifications and strategies in the IEP need to be adjusted. If the child is identified as having mental retardation, their IEP will be re-evaluated every two years.

**Permission for Student Surveys:**

When student assessments using individual surveys are administered, parents or guardians shall be informed of the nature and scope of the surveys and of their relationship to the educational program of the child, consistent with section 445 of the General Education Provisions Act (20 U.S.C.A. 1232h) regarding protection of pupil rights. Parents or guardians, or the student if the student is 18 years of age or older, shall have the right to refuse to participate in the survey by the appropriate mark and signature on the survey permission slip.

**Provision of Career Information:**

Students shall be provided with appropriate exposure to a variety of careers that relate to units of study throughout the school year. In addition, special career days will be planned to introduce a variety of career opportunities to all students. Students transitioning to high school will receive further information on career possibilities to help them develop a plan for study in high school and potentially into college.

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## Suicide Awareness and Prevention Policy

Nittany Valley Charter School

Approved 11/18/15

The Board is committed to protecting the health, safety and welfare of its students and school community. This policy supports federal, state and local efforts to provide education on youth suicide awareness and prevention; establish methods of prevention, intervention, and response to suicide or suicide attempt; and to promote access to suicide awareness and prevention resources.

In compliance with state law and regulations, and in support of the school's suicide prevention measures, information received in confidence from a student may be revealed to the student's parents/guardians, the CEO or other appropriate staff when the health, welfare or safety of the student or any other person is deemed to be at risk.

Nittany Valley Charter School shall utilize a multifaceted approach to suicide prevention which integrates school and community-based supports.

### SUICIDE AWARENESS AND PREVENTION EDUCATION

- Protocols for Administration of Student Education:

Students shall receive age-appropriate education on the importance of safe and healthy choices, coping strategies, how to recognize risk factors and warning signs, as well as help-seeking strategies for self or others including how to engage school resources and refer friends for help.

Lessons shall contain information on comprehensive health and wellness, including emotional, behavioral and social skills development.

- Protocols for Administration of Employee Education:

All school employees shall receive information regarding risk factors, warning signs, response procedures, referrals, and resources regarding youth suicide prevention. As part of the school's professional development plan, professional educators in school buildings serving at least students in grades six through eight shall participate in four hours of youth suicide awareness and prevention training every five years.

Surrogate  
Parent

From: "ED, Special Ed Resource Acct" <ra-pdespecial@state.pa.us>  
Subject: Surrogate Parent Manual  
Date: Thu, January 7, 2010 5:36 am  
To: "all-charter@lists.cas.psu.edu" <all-charter@lists.cas.psu.edu>, "all-iu@lists.cas.psu.edu" <all-iu@lists.cas.psu.edu>, "all-sd@lists.cas.psu.edu" <all-sd@lists.cas.psu.edu>  
Cc: "all-pattan@lists.cas.psu.edu" <all-pattan@lists.cas.psu.edu>

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COMMONWEALTH OF PENNSYLVANIA  
DEPARTMENT OF EDUCATION

January 7, 2010

SUBJECT: Surrogate Parent Manual

TO: School District Superintendents  
Intermediate Unit Executive Directors  
Charter School Chief Executive Officers

FROM: John J. Tommasini  
Director  
Bureau of Special Education

Bureau of Special Education staff, in consultation with agency staff and other individuals, revised the surrogate parent manual. The revised surrogate parent manual is now posted on the Pennsylvania Training and Technical Assistance (PaTTAN) website at [www.pattan.net](http://www.pattan.net). You can access the surrogate parent manual or copy it off the website. If you have any questions, you may contact Dr. Malcolm Conner, Bureau of Special Education, Pennsylvania Department of Education, 333 Market Street, 7th Floor, Harrisburg, PA 17126. Questions may be directed to Dr. Conner by phone at (717) 667-3153 or by e-mail at [mconner@state.pa.us](mailto:mconner@state.pa.us).

Penn\*Link

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- CLocal Educational Agency Eligibility
- DEvaluations, Eligibility Determinations, Individualized Education Programs, and Educational Placements
- E Procedural Safeguards
- F Monitoring, Enforcement, Confidentiality, and Program Information
- G Authorization, Allotment, Use of Funds, and Authorization of Appropriations
- H Preschool Grants for Children with Disabilities
- Regulations Appendices
- Statute
- Trainng Materials
- Model Forms
- Video Clips
- Webcast
- Presentations
- Dialogue Guides
- Q&A Documents

Regulations: Part 300 / E / 300.519

## **Sec. 300.519 Surrogate parents.**

(a) General. Each public agency must ensure that the rights of a child are protected when--

(1) No parent (as defined in Sec. 300.30) can be identified;

(2) The public agency, after reasonable efforts, cannot locate a parent;

(3) The child is a ward of the State under the laws of that State; or

(4) The child is an unaccompanied homeless youth as defined in section 725(6) of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11434a(6)).

(b) Duties of public agency. The duties of a public agency under paragraph (a) of this section include the assignment of an individual to act as a surrogate for the parents. This must include a method--

(1) For determining whether a child needs a surrogate parent; and

(2) For assigning a surrogate parent to the child.

(c) Wards of the State. In the case of a child who is a ward of the State, the surrogate parent alternatively may be appointed by the judge overseeing the child's case, provided that the surrogate meets the requirements in paragraphs (d)(2)(i) and (e) of this section.

(d) Criteria for selection of surrogate parents.

(1) The public agency may select a surrogate parent in any way permitted under State law.





**CENTRAL  
INTERMEDIATE  
UNIT**

*The Go To IU*

Dr. J. Hugh Dwyer  
Executive Director

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TOLL FREE: (800) 982-3375  
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**INTERAGENCY AGREEMENT**

ORGANIZATIONS: NITTANY VALLEY CHARTER SCHOOL and  
Central Intermediate Unit #10 (CIU #10)

TOPIC: Surrogate Parent Mandate – IDEA 300.515

STANDARD: The LEA (NITTANY VALLEY CHARTER SCHOOL) identifies eligible students in need of surrogate parents and recruits, selects, trains, and assigns in a timely manner.

AGREEMENT: The NITTANY VALLEY CHARTER SCHOOL and the CIU #10 agree to collaborate, and establish procedures and responsibilities for the implementation of the surrogate parent mandate.

RESPONSIBILITIES:

- District:
1. The Special Education office identifies & submits the required information to the
  2. In the process of contacting parents for (Appropriate Public Education) requirem (Discipline Due Process) the special edu parent is needed. District personnel are

*sent to Patti Rice  
at CIU #10*

- CIU#10:
1. The CIU #10 contact follows the attache
  2. The CIU#10 contact assigns and trains a

DATE: 6/13/2011

*Signatures:*

District Special Education Supervisor: Danielle Martin

District Superintendent: Carolyn Maroncelli

CIU #10 Surrogate Contact: \_\_\_\_\_



## NVCS Visiting Student Policy:

Children in grades K-8 may be permitted to attend classes at NVCS under the following conditions:

- a. The visiting child meets one of the following criteria: (1) an in-home visitor of an NVCS student; (2) a former NVCS student; (3) a prospective NVCS student who has been offered a position, or (4) a child of an NVCS employee.
- b. The visitor may attend up to 3 days or partial days in any 6-week period.
- c. The visitor may not participate in any field trips.
- d. There is a limit of one visitor per classroom.
- e. Visitors must have prior approval of the NVCS staff.
- f. A visitor whose behavior is detrimental to the classroom environment will have their visitation privilege revoked.

### Exceptions:

- g. Visitors are welcome at lunch and breaks, but children must be accompanied by a parent or guardian.
- h. Siblings of NVCS students may attend field trips provided the parent or guardian is volunteering to chaperone the trip and the school does not incur any additional costs.
- i. Children of NVCS staff may visit on days their home school is closed to students, even if this exceeds the limit on days of attendance.
- j. Under these exceptions, children must be appropriately supervised by a parent or guardian or will lose visitation privileges.

Any situation concerning visitation that is not covered in this policy will be resolved at the discretion of the CAO, who will report to the board at or before the next regular board meeting.

## **Nittany Valley Charter School Wellness Policy**

Approved October 16, 2007

Nittany Valley Charter School is committed to encouraging and facilitating wellness. Wellness reflects healthy and effective functioning of an individual's physical, mental/academic, emotional, social and spiritual self. Therefore it is the policy of Nittany Valley Charter School to promote balanced development of each of these components, through its programming, activities, and style of instruction.

Therefore NVCS will:

1. Encourage physical health. All students will have the opportunity to play/exercise outside twice a day, except in extreme weather conditions. Twice weekly physical education classes will provide a variety of experiences designed to promote physical fitness, and encourage physical activity outside of school and into adulthood. Special classes addressing health issues in modern society will be presented to students in grades 5-8. Members of the school will be encouraged to eat a well balanced diet of real food. This will be done by offering only healthy, well-balanced snacks, and making suggestions to parents/guardians in the weekly newsletter.
2. Stimulate mental / academic functioning through individually appropriate learning designed to engage each student fully, and challenge them to exercise their minds and move towards academic goals. Each week students will be required to find solutions to problems, be creative, and strive to improve their academic skills.
3. Facilitate emotional wellbeing. The school will provide a friendly, respectful, accepting atmosphere, reflecting the diverse nature of the school population. There will be the opportunity for proper communication and discussion between students and staff at all times, and between families and staff everyday. A high staff to student ratio will be maintained, to help identify and work through problems as they arise.
4. Promote social health and development. The school will provide opportunities for students to interact with peers and teachers. Each day all the students (and staff) at the school will have opportunities to play and socialize during recess and lunch, and work cooperatively in class time. Additional opportunities for social expression and learning will occur most weeks during field trips and/or special project time, when members of the school will share a variety of experiences within a relaxed social setting.
5. Facilitate spiritual wellbeing. Whilst the NVCS is non-religious, the environmental education program encourages an appreciation of how we relate to the world and each other. The school promotes respect for the people and things we are surrounded by, as well as a sense of connection with them.

**State College Area School District**  
**Wellness Policy for Physical Education, Physical Activity and Nutrition**

1. Purpose

- a. The State College Area School District is committed to preparing students to make healthy nutritional and physical activity choices every day – in their communities, homes and schools. Therefore, it is the policy of the State College Area School District that:
  - i. Students, parents, teachers, food service professionals, health professionals, and community members will jointly implement, monitor, and review the District's nutrition and physical activity policies.
  - ii. All students will receive opportunities and encouragement to stay physically active on a regular basis.
  - iii. The District's schools will provide K-12 physical education curricula and nutrition education opportunities during the school day, as well as other opportunities for developmentally appropriate activities aimed at fostering lifelong habits for health.
  - iv. Food and beverages sold or served at school will contribute to a healthy lifestyle.
  - v. The goals of the student wellness policy shall be considered in planning all school-based activities.

2. Delegation of Responsibility

- a. The superintendent or designee shall monitor district schools, programs, and curricula to ensure compliance with this policy, related policies and to establish guidelines or administrative regulations.
- b. The superintendent or designee shall report to the Board on the district's compliance with laws and policies related to student wellness.

ii. Competitive Foods (Foods offered at school other than through the National School Lunch or School Breakfast Programs and include a la carte, vending, school store sales, fundraisers, booster club sales, classroom parties, and holiday celebrations.)

1. Elementary School Cafeterias

a. Given young children's limited nutrition skills, items for individual sale in the school cafeterias will be restricted to bottled water and those food items offered on the school menu as part of the daily meal.

2. Middle School/ High School Cafeterias

a. The school health council & the food service department will jointly establish nutritional guidelines for a la carte food and beverage items for sale in the school cafeterias. These guidelines may set limits on, but are not restricted to:

- portion size
- calorie content
- fat content
- added sugar
- sodium content

3. Vending, School Stores, and Other In-School Sales Outlets

a. All foods and beverages available for sale on the school campus will meet the nutritional guidelines set for a la carte items sold in the school cafeterias as listed above.

4. Fundraising

a. Organizations that engage in fundraising in-school will follow the same nutritional guidelines set for a la carte items sold in the school cafeterias as listed above.

b. School organizations that engage in fundraising off school property or outside school hours will be encouraged to consider healthy food or non-food related fundraising options.

5. Classroom Snacks, Rewards, & Celebrations

- a. Parents and teachers will be made aware of the district's commitment to wellness and will be encouraged to provide healthy snacks. Healthy-food or non-food rewards and celebrations will be encouraged.

6. School Sponsored Events (such as, but not limited to, athletic events, dances, performances or ceremonies)

- a. Coordinators of these events will be made aware of the district's commitment to wellness and will be encouraged to provide healthy options.

c. Nutrition Education

- i. The goal of nutrition education is to teach, encourage and support healthy eating by students. Promoting student health and nutrition enhances readiness for learning and increases potential for achievement.
- ii. The nutrition curricula shall be age appropriate and behavior focused.
- iii. The nutrition curricula will be a sequential, comprehensive health education program in accordance with State Board of Education curriculum regulations and the academic standards for Health, Safety and Physical Education and Family and Consumer Sciences.

d. Physical Education

- i. Comprehensive K-12 physical education courses shall be the means through which all students learn, practice and are assessed on the developmentally-appropriate skills and knowledge that are needed to sustain lifelong, health-enhancing physical activity.
- ii. The physical education curricula shall be taught by certified health and physical education teachers.
- iii. The physical education curricula will be a sequential, comprehensive program in accordance with State Board of Education curriculum regulations and the academic standards for Health, Safety and Physical Education.

e. Physical Activity

- i. In addition to planned physical education, age appropriate physical activity opportunities shall be provided to meet the needs of all students. These may include recess, activities before and after school and during lunch, clubs, intramurals, and interscholastic athletics.