



West Shore

SCHOOL DISTRICT

INSPIRE • ENGAGE • EMPOWER



CALENDAR AND FAMILY GUIDE

MESSAGE FROM THE SUPERINTENDENT

On behalf of the Board of School Directors and administrative team, welcome to the 2023-2024 school year. For those who are new to West Shore, several years ago we developed Why, What, and How statements. Our Why is our pledge to our school community to provide each student with inspiring and relevant experiences so they may live meaningful, purposeful, and impactful lives. When as a District we are living into Our Why, our students are inspired, engaged, and empowered.

I am confident you will see Our Why in action this school year as we focus on the six student success anchors outlined in our Future Ready Comprehensive Plan:

- Diversity, Equity, and Inclusion
- Social & Emotional Learning
- Excellent Academic & Extra-Curricular Programs
- Student-Centered Teaching & Learning
- Best Instructional Practices
- Effective Curriculum

I hope you are as excited as I am about the opportunities that lie ahead for our students this school year. I look forward to witnessing their growth and celebrating their achievements with you as partners.



Sincerely,

Todd B. Stoltz, Ed.D.
Superintendent of Schools
#WestShoreProud

OUR WHY

We are committed to providing students with inspiring and relevant experiences so they may live meaningful, purposeful, and impactful lives.

OUR WHAT

To provide a place where staff want to work, students want to be, and families want to live.

OUR HOW

- Make student-centered decisions.
- Support a service-oriented organization.
- Personalize learning experiences.
- Treat people with respect, dignity, and empathy.
- Support a culture that promotes collaboration.
- Provide excellent academic and extra-curricular programs.
- Provide staff with up-to-date tools and resources.
- Build and maintain meaningful relationships.
- Communicate in a clear and timely manner.
- Maintain a highly trained staff.

TABLE OF CONTENTS

2	District Board of School Directors	11	Technology & Media Services
3	Elementary Education	12	Safety and Security
6	Secondary Education	14	Online Learning (ExCEL)
8	Special Education	15	Community Involvement
10	Student Services	16	Activities Calendar

A Building & Staff Directory can be found on the inside back cover for easy reference.

2023-2024 SCHOOL YEAR AT-A-GLANCE

CALENDAR HIGHLIGHTS

School Year Begins for Students Monday, August 28, 2023
School Year Ends for Students/Work Year Ends for Teachers ... Friday, June 7, 2024
Graduation Ceremonies at the Farm Show Complex
Cedar Cliff at 3 p.m. followed by Red Land at 6:30 p.m..... Friday, June 7, 2024

Important Dates for Students and Staff

Teacher Orientation Days (New Hires Only)* August 14, 15, and 16, 2023
Teacher Orientation Days (Second Year Teachers Only)* August 17, 2023
Professional Staff Exchange Day for Summer Academies...August 18 and 21, 2023
Staff Development.....August 22, 23, and 24, 2023
Staff Development Exchange Day.....August 25, 2023
Labor Day Break..... September 1 and 4, 2023
Remote Learning Day / Staff Development September 15, 2023
Remote Learning Day / Staff Development October 5, 2023
Staff Development / Act 80 Day October 6, 2023
Fall Break.....October 9, 2023
Staff Development / Conference Exchange November 20, 2023
Act 80 Day / Conference Exchange November 21, 2023
Thanksgiving Recess..... November 22 through November 27, 2023
Holiday Recess.....December 22 through January 2, 2024
Remote Learning Day / Staff DevelopmentJanuary 12, 2024
Staff Development / Act 80 DayJanuary 15, 2024
Remote Learning Day / Staff Development February 16, 2024
Winter Break February 19, 2024
Remote Learning Day / Staff Development March 15, 2024
Spring Break.....March 28 through April 1, 2024
Conference Exchange Day April 19, 2024
Remote Learning Day / Staff DevelopmentMay 24, 2024
Memorial Day Break..... May 27, 2024
Early Dismissal / Staff Development (p.m.) June 7, 2024
Dismissal Schedule: 11 a.m. - Secondary, Noon - Elementary, No Afternoon Kindergarten

Scheduled Remote Learning Days

September 15, 2023, October 5, 2023, January 12, 2024, February 16, 2024,
March 15, 2024, and May 24, 2024

Make Up Days (if needed)

February 19, 2024, March 28, 2024 and June 7..., 2024**

* An additional orientation day must be met by attending 7.5 hours of meetings during the year.

Adopted by the Board of School Directors February 16, 2023

Grades K-5

Elementary students utilize trimesters.

Trimester Ends

December 1, 2023
March 8, 2024
June 7, 2024

Report Cards Available in PowerSchool

December 14, 2023
March 21, 2024
No later than June 21, 2024

Grades 6-12

Secondary students utilize four marking periods and two semesters.

Progress Reports Due

September 29, 2023
December 1, 2023
February 12, 2024
April 30, 2024

Quarter/Semester Ends

October 27, 2023
January 12, 2024
March 22, 2024
June 5, 2024

Report Cards Available in PowerSchool

November 13, 2023
January 29, 2024
April 8, 2024
No later than June 21, 2024

DISTRICT BOARD OF SCHOOL DIRECTORS



Brian K. Guistwhite
Board President
 Region Three (2025)
 bguistwhite@wssd.k12.pa.us



Christopher J. Kambic
Board Vice President
 Region One (2025)
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 Region One (2023)
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 Region Two (2023)
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 smoyer@wssd.k12.pa.us



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 Region Two (2023)
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Abigail A. Tierney
 Region One (2025)
 atierney@wssd.k12.pa.us

*Board members are elected to serve four-year terms.
 The year in parentheses notes when the term of office expires.
 Board member biographies can be found on
 the District website.*

ABOUT OUR SCHOOL BOARD

The Board of School Directors is composed of nine members, three elected from each of the three regions which make up the District. Although directors are elected by voters in each region, each Board member represents the entire District. The three-regions of the District are:

Region 1

Wormleysburg, Lemoyne, and New Cumberland Boroughs
 Lower Allen Township Precincts 4 and 5

Region 2

Lower Allen Township Precincts 1, 2, 3, and 6
 Fairview Township Precincts 1, 2, and 4

Region 3

Fairview Township Precinct 3
 Newberry Township Precincts 1 and 3
 Goldsboro and Lewisberry Boroughs

Meetings & Committees

The Board meets in regular session at 6:30 p.m. on the second and third Thursday of each month. Meetings are held at the Administration Center for Education and broadcast live via the District website.

In addition, the Board holds open committee meetings for policy discussions. Board Policy Committee meeting dates and times are listed, along with regular session dates and times, on the District calendar.

On Board

On Board is published after Board meetings have been held and posted to the District website. This electronic newsletter provides a summary of Board discussions and actions as well as shout outs and recognitions presented by the Board and administration.

Please Note: The Board revises and adopts policies on a regular basis. Once approved, policy changes supersede those noted in the parent-student handbooks. All policies are available for review on the District website.

KINDERGARTEN

Kindergarten teachers are committed to helping your child have a successful introduction to school. Below is some general parent information to help make the transition easier. Please contact your child's teacher if you desire more details in any area.

Curriculum & Homework

District kindergarten teachers practice a developmental approach to teaching. This means using a variety of techniques involving station rotation, hands-on activities, and manipulatives. Examples of kindergarten homework include finding a picture of an item beginning with a specific letter, bringing an object of a particular shape to school, and practicing counting.

A nightly reading program for kindergarten students will begin by October. This program encourages students to read nightly with their parents using literature from the child's classroom library. Please take these opportunities to become involved in your child's education.

Arrival and Dismissal

Children who ride District transportation should do so on the first day of school so they can adjust to the procedure. Walkers and car riders should arrive on time - not several minutes early or late. Procedures for arrival and dismissal can be different at each school. Please check with your child's teacher for specific details on which door to enter and how to line up at the beginning of the school day.

If your child is being picked up at dismissal, a written note indicating who will pick up your child is necessary. To ensure your child's safety, any changes in pick-up arrangements must be made in

writing. Additionally, all children leaving with an adult must be signed out in the office.

Kindergarten students will not be dropped off at an unattended bus stop. A parent or guardian must be waiting at the stop to meet the student. If a parent or guardian is not present, the child will be brought back to their school and a parent contacted.

Dress

Kindergarten is an active time. Activities which are messy or require physical movement are conducted on a regular basis. Dress your child in clothes that allow participation in these activities. Also, please check your child's clothes to be sure he/she is able to take care of bathroom needs independently. This includes unfastening and fastening buttons, zippers, and snaps.

For safety reasons, sneakers are required for physical education class. Also, consider the weather when deciding if jackets or boots are needed. Please consult the Parent & Student Handbook for more details.

Snack Time

Snack time is handled differently throughout the District. Your child's teacher will inform you about the procedures in his/her classroom.

Parent Conferences

Fall parent conferences will typically be held in October and November. At this time, the teacher will discuss your child's progress and set goals for the school year. Spring conferences will be scheduled according to teacher or parent requests. If you have questions or concerns at any other time during the year, contact your child's teacher and a conference will be scheduled at a mutually convenient time.



Morning Kindergarten

8:45 a.m. - 11:30 a.m.

Afternoon Kindergarten

12:45 p.m. - 3:30 p.m.



Modified Kindergarten

10:45 a.m. - 12:45 p.m.

Used when a two-hour delay is called, with a modified kindergarten schedule, morning kindergarten students arrive at 10:45 a.m. with grades 1-5 and remain in school until 12:45 p.m.

The modified kindergarten schedule does not impact afternoon kindergarten.



ELEMENTARY EDUCATION



Elementary School Day

8:45 a.m. - 3:30 p.m.



Elementary Meal Prices

Breakfast \$2.00

Lunch \$3.25

Reduced Price Meals

Breakfast \$0.30

Lunch \$0.40

Free Meals Through the Community Eligibility Provision (CEP)

CEP allows schools in low-income areas to provide meals at no cost.

For the 2023-2024 school year, all students attending these elementary schools, regardless of their family's economic status, will receive breakfast and lunch for free: Highland, Hillside, Newberry, Rossmoyne, and Washington Heights.

ExCEL Virtual Learning Academy (EX) and Fairview Elementary (FV) Christopher Konieczny

Principal

ckonieczny@wssd.k12.pa.us

Fishing Creek Elementary (FC) Matthew Wensel

Principal

mwensel@wssd.k12.pa.us

GRADES 1-5

Eight elementary schools and one Virtual Learning Academy operate within the District. Varying in size, buildings are organized for teaching according to individual building needs and physical make-up.

Instruction

The District's language arts curriculum is based on the Pennsylvania Academic/Core Standards for reading, writing, speaking, and listening. Using an instructional model, based on the Science of Reading, the elementary program provides a strong foundation in basic skills. Classrooms use a structured literacy approach, which includes instruction in phonemic and phonological awareness, phonics, fluency, vocabulary and comprehension. Daily writing, grammar, and language practice are also integral components.

The District has developed a rigorous elementary math program based on the Pennsylvania Academic/Core Standards and recommendations of the National Council of Teachers of Mathematics. The curriculum builds a strong foundation for successful learning in math. Both intervention and enrichment opportunities are incorporated to meet individual student needs.

Following Pennsylvania Academic/Core Standards, students also receive instruction in STEM, science, health, and social studies. These subjects offer opportunities for hands-on, interactive learning through experiments, technology, and thematic integration with other subjects.

The classroom teacher infuses technology instruction with

current curricular content. iPads in K-4, Chromebooks in grade 5, and interactive white boards in all grades extend classroom instruction at all elementary buildings.

Elementary libraries contain a current and extensive collection of children's literature and reference materials, an automated card catalog system, and inter-library loan.

Elementary students have the opportunity to expand their talents and skills through specialized classes in art, music, library, and physical education. String and band instrument instruction is offered in the fourth and fifth grades.

All students are able to participate in a variety of activities, including instrumental and choral performances, dramatic productions, school spirit days, community service projects, and the West Shore Foundation Academic Bowl.

Homework

The District believes that homework, work that is planned and approved by the teacher to be completed outside the regular classroom setting and without the direct supervision of the teacher, is an essential part of the educational process.

Homework should reinforce school learning by providing practice activities and other activities designed to expand the application of knowledge and skills. Homework should also foster the development of student independence, self-discipline, and good work habits.

In order for homework assignments to be effective,

cooperation and communication between the home and the school are essential.

A minimal amount of age and grade level appropriate homework should be assigned in the primary grades. In grade 1, homework assignments shall not exceed 30 minutes per day. In grades 2-3, homework assignments shall not exceed 45 minutes per day.

Homework assignments should be gradually increased in the upper elementary grades, but should not exceed 60 minutes per day.

Family Involvement

The elementary program encourages active family involvement. Parent conferences are held in the fall and spring. Report cards are issued three times during the school year and provide parents with ongoing information about student progress.

All parents have access to current grades and attendance information through PowerSchool. Contact your child's building secretary for information on setting up a PowerSchool account.

For updates on upcoming events and general building information, parents are encouraged to follow their child's elementary school on social media, visit the school website, and check their email for school newsletters and principal communications. Additionally, classroom teachers communicate directly with families regarding classroom events through the Seesaw platform.

All buildings have an active PTO which provides resources for field trips, assemblies, playground equipment, and other building activities. PTO meeting dates may be found on the calendar.

Parents and family members are encouraged to attend school and PTO events. Please contact your teacher or building principal if you would like to visit the school during the school day.

Parent volunteers are an integral part of the elementary program. To become a District volunteer, please follow the procedures described on the District webpage.

Resources

The elementary program provides resources including counselors, school psychologists, school nurses, social workers, behavioral therapists, and a dental hygienist for students and their families.

Intervention services for reading and mathematics are available for students in all elementary grades. Special programs are also available to assist children in speech, physical therapy, and occupational therapy.

A Multi-Tiered System of Support (MTSS) Team is available to provide assistance to students with academic, social, and/or behavioral concerns.

The English Language Development Program offers our English Learners (EL) specialized programs to meet their needs.



Highland Elementary (HG)

Meghan Sheraw

Principal
msheraw@wssd.k12.pa.us

Adam Marshall

Assistant Principal
amarshall@wssd.k12.pa.us

Hillside Elementary (HS)

Julie Dougherty

Principal
jdougherty@wssd.k12.pa.us

William Delaney

Assistant Principal
wdelaney@wssd.k12.pa.us

Newberry Elementary (NB)

Travis Peck

Principal
tpeck@wssd.k12.pa.us

Red Mill Elementary (RM)

Ryan Deveney

Principal
rdeveney@wssd.k12.pa.us

Kevin Scharlau

Assistant Principal
kscharlau@wssd.k12.pa.us

Rossmoyne Elementary (RS)

Christopher Stine

Principal
cstine@wssd.k12.pa.us

Washington Heights Elementary (WH)

Michele Trevino, Ed.D.

Principal
mtrevino@wssd.k12.pa.us

Douglas Knepp

Assistant Principal
dknepp@wssd.k12.pa.us

Director of Elementary Education

David Harrison

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SECONDARY EDUCATION



Middle School Day

7:38 a.m. - 2:45 p.m.

High School Day

7:37 a.m. - 2:45 p.m.



Secondary Meal Prices

Breakfast \$2.00

Lunch \$3.35 and \$3.70

Reduced Price Meals

Breakfast \$0.30

Lunch \$0.40

Free Meals Through the Community Eligibility Provision (CEP)

For the 2023-2024 school year, all students attending New Cumberland M.S., regardless of economic status, will receive meals for free.

Allen M.S. (AL)

Brian Granger

Principal

bgranger@wssd.k12.pa.us

Patricia Harrington

Assistant Principal

pharrington@wssd.k12.pa.us

Crossroads M.S. (CM)

Tracy Dominick

Principal

tdominick@wssd.k12.pa.us

Jeremy Burkett

Assistant Principal

jburkett@wssd.k12.pa.us

New Cumberland M.S. (NC)

Jennifer Post

Principal

jpost@wssd.k12.pa.us

Kenneth Gehosky

Assistant Principal

kgehosky@wssd.k12.pa.us

MIDDLE SCHOOL

The District's middle school program is designed to meet the needs of students in transition from elementary to high school. Middle school students are afforded opportunities which challenge their abilities and interests in both curricular and extracurricular offerings.

Program Features

The program addresses the Pennsylvania Academic/Core Standards and the District's Instructional Design. Instruction centers around the subjects of language arts, science, math, and social studies. A fine and applied arts sequence, computer education, and health and physical education are additional components. Time is built into the student schedule so teachers are able to address their strengths and needs.

Teaming is a staff organization concept which allows a group of classroom teachers to plan instruction, as well as provide collective attention to student progress. Additional student needs are met through the efforts of the counselor, nurse, specialists, and the administration.

The Student Assistance Team (SAT) is an integral part of the middle school program. It focuses on helping students cope with issues that may interfere with success in school. Extracurricular activities promote participation in clubs, musical, athletic, or social activities and encourage socialization experiences for students.

Electives

As part of the exploratory aspect of the middle school program,

electives and tutoring are offered to students. Music electives (band, chorus, orchestra) are offered along with exploratory options for service clubs, science enrichment, exercise and fitness opportunities and the chance to explore areas of personal interest.

Time is provided to make up tests and work missed as a result of excused absences or for those in need of additional assistance.

Co-curricular & Extracurricular Programs

- Academic Bowl
- Assemblies
- Band / Chorus / Orchestra
- Big Buddies
- Capital Area Science Fair / Expo
- Central PA Spelling Bee
- Class Socials / School Dances
- Geography Bee
- Interscholastic Basketball, Wrestling, Football, Soccer, Field Hockey, Track & Field, Volleyball, and Cross Country
- Junior Honor Society
- Writing / Essay Competitions
- Science Olympiad
- Special Olympics
- Student Council

Heterogeneous/ Homogeneous Grouping

Students are grouped in order to focus on specific skills, strengths, or needs. An overall improvement in classroom behavior, higher expectation levels in all classes, and a cooperative learning effort have been noted as a result.

Overall, the goal is to offer more individualized instruction to benefit students of all abilities. Flexibility in grouping students helps to address this effort.

HIGH SCHOOL

The high school programs at Cedar Cliff and Red Land High Schools are committed to providing the highest quality education possible for all students. Each high school presents a variety of course offerings designed to meet individual differences while preparing students for the responsibilities they face after graduation. The Pennsylvania Academic/Core Standards and the District's Instructional Design are the basis for course content and sequencing of programs. The curriculum is built around a core of required subjects to ensure a well-rounded education.

Selection of Courses

Sequences of study in such areas as art, business, technology education, vocational technical trades, and college preparation are available at Cedar Cliff and Red Land High Schools. Additional course work is available at Cumberland Perry Area Career & Technical Center. Diversified occupation courses provide internship opportunities with area professional offices/businesses. Army JROTC programs enable interested students to enhance their leadership skills.

The six-period schedule allows students ample time to meet the State and District academic requirements and choose a variety of elective courses to explore and develop individual interests and abilities.

College-bound students are encouraged to take advantage of the numerous Advanced Placement (AP) courses and Dual Enrollment Courses offered and to schedule several years of world language, computer education, and the fine and applied arts. Students

entering the work world after high school are encouraged to develop a sequence of courses in preparation for employment. Business education and technology education courses explore career possibilities.

Academic Contracts

Independent study and Pathway Internships permit additional study for students in areas that reflect each individual's abilities and interests. Requiring faculty review and supervision, the purpose of independent study is to provide career exploration and to increase learning in specific areas.

Career Exploration and Internships

Opportunities to utilize local business and industry sites for on-the-job training are the focus of career exploration and internships.

The purpose is to bridge the gap between school and employment and to develop positive work habits and attitudes. The high school guidance counselor and career coordinator can be of great assistance in this area.

Dual Enrollment

The District works with Harrisburg Area Community College and most other local colleges and universities to encourage eligible students to take college level courses for both college credit and high school credit. Specific criteria can be obtained from your child's guidance counselor.

Extracurricular Activities

The high school activity programs offer a wide variety of experiences for the students. Each school's handbook lists all the extracurricular activities available.

Cedar Cliff H.S. (CC)

Kevin Fillgrove, Ed.D.
Principal
kfillgrove@wssd.k12.pa.us

Joshua Curtis
Assistant Principal
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Tyler Gensler
Assistant Principal
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Tara Lingle
Assistant Principal
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John Kosydar
Athletic Director
jkosydar@wssd.k12.pa.us

Red Land H.S. (RL)

Melissa Herbert
Principal
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Shelly McGowan
Assistant Principal
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Karisa Peifer
Assistant Principal
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Jamie Snyder
Assistant Principal
jsnyder@wssd.k12.pa.us

Thomas Peifer
Athletic Director
tpeifer@wssd.k12.pa.us

ExCEL Virtual Learning Academy (EX)

Christopher Konieczny
Principal
ckonieczny@wssd.k12.pa.us

Director of Secondary Education

Tammi Jones, Ed.D.
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SPECIAL EDUCATION

Services & Supports

Autistic Support

communication, social skills, and self-regulation supports

Gifted Support

enrichment and acceleration supports

Learning Support

academic supports (reading, writing, and math)

Life Skills Support

functional academic and independent living skills

Emotional Support

coping strategies, social skills, and self-regulation supports

Deaf or Hearing Impaired Support

communication and language supports

Blind or Visually Impaired Support

visual accommodations and modifications including orientation and mobility supports

Speech and Language Support

articulation and language-based communication supports

Physical Support

accessibility supports and accommodations

Multi-Disabilities Support

functional living and communication skills

The District has Special Education Services and Programs available to meet the needs of identified exceptional learners as determined by Individualized Education Program (IEP) teams.

The Special Education Department offers every student with a disability an educational program that meets his/her individual needs and is suited to his/her unique abilities.

A wide range of services and programs are available to provide academic support to students recommended for screening and found by that screening to need assistance to achieve in school according to the documented needs and abilities of the student.

These programs comply with the law, conform to the goals of the District and will, to the extent feasible and consistent with the needs of the student and legal requirements, integrate programs of special education into the regular programs of the schools.

Screening

Parents, guardians, teachers, counselors, school psychologists, social workers, interventionists and/or others can be involved in helping to identify learners who may require Special Education Services.

To identify students who may be eligible for special education services, various screening activities are conducted according to state regulations, school policy, upon recommendation of school staff, or upon written request from the parents.

Screening activities include but are not limited to review of group-based data (cumulative records, report cards, ability and achievement test scores); hearing screenings; vision screenings;

occupational and physical therapy screenings; speech and language screenings; and the application of standardized screening instruments. Screenings take place in the student's school.

Identification and Development

When screening results indicate a student may have a disability, the District will seek parental consent to conduct a Multidisciplinary Evaluation (MDE) as a step in the process of identifying a student as eligible to receive an Individualized Education Program (IEP) with appropriate support and related services. Parents may also request a MDE by written request to the building principal.

Programs and services offered to students with a disability are based on the recommendations of a multidisciplinary evaluation and biannual or tri annual reevaluation.

Following this evaluation, or reevaluation, a team of knowledgeable school personnel and parents develop individualized goals, specially designed instruction, and services. The IEP is designed to meet identified student strengths and needs and is reviewed and/or revised on an annual basis.

Educational Placement

The extent of special education programs, related services, and the location for the delivery of such services are determined by the IEP team. Recommendations are based on the student's identified needs for specially designed instruction, chronological age, and the level of intervention.

Services are required to be provided in the least restrictive environment for the student.

Transition Planning

Transition is the process of preparing students for adult life after they leave high school. Transition can be thought of as a bridge between school programs and the opportunities of adult life, including higher education or training, employment, independent living, and community participation.

Transition planning begins no later than age 14, in middle school or early high school, as students explore possible post-school outcomes through career awareness exploration activities. Planning continues throughout high school as instruction and community experiences support these outcomes.

By beginning and continuing to discuss transition prior to and during high school, the IEP team can work with each student and the student's family to select courses of study that will be meaningful to the student's future and motivate the student to complete his or her education.

Community Based Instruction

Community Based Instruction is educational instruction in naturally occurring community environments providing students with real life experiences. The goal is to provide a variety of hands on learning opportunities at all age levels to help students acquire the skills to live in the world today.

Using an alternate curriculum, students rotate through non-paid work experiences with different partners throughout the community. Students learn pre-vocational skills as part of transition planning in their IEPs. Students are supervised by District paraprofessionals and/or teachers.

West Shore Connect

Thanks to a partnership with Central Penn College, West Shore Connect (WSC) provides students with significant disabilities between the ages of 18-21 with age-appropriate opportunities and college level educational experiences as recommended by IEP teams.

Program components enhance the academic and functional independence of participants and include:

- Mentoring with peers from Central Penn College
- Auditing of Central Penn College courses
- Instruction and IEP data collection provided by West Shore School District Special Education staff
- On Campus Related Services (Speech, Occupational Therapy, Physical Therapy)
- Campus Transition Activities with Central Penn Career Services
- OVR Pre-Employment Transition Services
- Campus independent living activities

GIFTED PROGRAM

While providing enrichment and acceleration in tandem with a broad spectrum of educational opportunities, the Gifted Program encourages individual learners to develop personal responsibility, work cooperatively, and focus on continued improvement.

The development of critical thinking, problem solving, communication skills, and creativity is shared collaboratively among the gifted learner, parents, and West Shore School District community.

**Director of
Special Education**

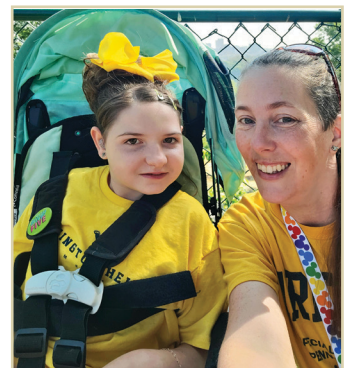
Jennifer Homoki
jhomoki@wssd.k12.pa.us

**Assistant Director of
Special Education**

Kristen Peters
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Notice of Services and Programs

The Annual Public Notice of Special Education Services and Programs, Services for Gifted Students, and Services for Protected Handicapped Students can be found on the District website on the Special Education Department page.



STUDENT SERVICES

Director of Student Services

Nicholas Butt, Ed.D.
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Assistant Director of Student Services

Shannon Murphy
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Protecting Students with Disabilities

Section 504 of the Americans with Disabilities Act (ADA) prohibits discrimination based upon disability. Section 504 is an anti-discrimination, civil rights statute that requires the needs of students with disabilities to be met as adequately as the needs of non-disabled students.

Section 504 service agreements, also known as 504 plans, are formal documents developed to give students with disabilities the supports they need. A 504 team determines a student's eligibility through the process of evaluation and assessment before developing and implementing a plan to meet the needs of the student.

The Annual Public Notice, Parental Safeguards Notice, and Grievance Procedures related to Section 504 can be found on the District website.

Students and families sometimes face issues that become barriers to students attending school regularly as well as to success in school. Providing the assistance and supports to students and families as a means of overcoming these barriers is the responsibility of Student Services.

Students Experiencing Homelessness

Students determined to be experiencing homelessness have specific rights including free school meals and consideration for remaining in the school the student was attending at the time he or she became homeless. Homelessness is generally defined as lacking a fixed, regular and adequate night time residence. Other conditions include:

- Sharing the housing of other persons due to loss of housing, economic hardship, or similar reason
- Living in motels, hotels, trailer parks or camping grounds due to lack of alternative adequate accommodations
- Living in emergency, transitional or domestic violence shelters
- Using public or private places not designed for or ordinarily used as regular sleeping accommodations for human beings, as a primary night time residence
- Living as runaway children, abandoned or forced out of homes by parents/guardians or caretakers, or separated from parents/guardians for any other reason

If a student/parent believes they meet any of these conditions, they should contact their school counselor. District staff

who suspect a family meets these definitions should share information with the school counselor, building administration or the District liaison.

School Counseling

The goal of the school counselor is to assist our students in acquiring and maintaining attitudes, knowledge and skills that promote effective learning in school and success throughout life. School Counselors serve students in large group, small group and individual settings, addressing academic concerns as well as personal and behavioral issues. Both District high schools have four counselors, one assigned to each grade level. Each of the three District middle schools has two school counselors, and at the elementary level each building has a dedicated counselor. A counselor is also assigned to the ExCEL Virtual Learning Academy.

Please visit the District website for online resources parents may find helpful in dealing with issues related to grief, fear, and confusion following a tragedy.

School Social Work Services

The District provides School Social Work Services to assist students and families with accessing community-based services as a way of meeting their basic needs, including food, clothing, shelter and medical care. In addition, School Social Workers have been instrumental in working with families to ensure students attend school on a regular basis.

For more information, please contact your child's school counselor who will assist you in making a referral.

All West Shore students (K-12) receive a District owned device for their use at school and at home. Students keep their device over the summer months, and until they graduate, move out of the school district, or it is replaced by the District with a different device.

Device Expectations

- To ensure they can complete assignments outside the school day, students should take their device home each day and bring the device back fully charged for the next school day.
- While at school, students should bring their device with them to each class or secure it in a locked locker. Students are responsible for their device and should never leave it unattended or unsecured.
- Students are permitted to decorate the exterior of their device using school appropriate skins, stickers, or other decorations. Personalization must be removable, may not interfere with the working condition of the device, and must not cover the District asset tag/label.

Cleaning Instructions

- Turn off the device.
- Wet a microfiber cloth with clean, room temperature water. Damp disinfecting wipes may also be used. However, please make sure to wring out cloths and wipes so they are not dripping.
- Wipe the screen, trackpad, keyboard, and case to remove dirt and germs.
- Leave the device alone until any residual moisture has evaporated.

Support & Troubleshooting

In the event you encounter an issue with your device, please visit the District's technology page for helpful information and support: <https://www.wssd.k12.pa.us/TechnologyMedia.aspx>. If you're still unable to resolve your issue, please refer to the options below:

Hardware: In case of device hardware issues during the school year, elementary students should go to the main office and secondary students should see their librarian to complete a Device Repair Form. For students attending virtually please communicate with your teacher.

Software: In case of software/classroom applications or website issues, please see the teacher of that course for assistance. In the event that a teacher cannot resolve the issue, they will submit a helpdesk ticket to receive assistance from the Technology and Media Services Department.

Damage, Loss, Theft: In the event the device is damaged or lost, it will be repaired or replaced and returned to the student. In the meantime a loaner device will be issued. If the school determines the loss or damage was caused by an intentional or negligent act a financial obligation will be assigned to the student for the actual repair or replacement cost. Under no circumstances should the student or anyone else attempt to fix a damaged device. District provided devices are District property and our personnel will oversee all repairs. For additional information, including procedures for stolen devices, please review the Parent & Student Handbook.



Approved Online Resources

The District provides various educational content to students in digital form.

Where student accounts are necessary, the District ensures that all content selected has been reviewed by District personnel and determined to be compliant with the Children's Online Protection and Privacy Act (COPPA).

To view a current list of the District's approved online educational resources, please visit the District website and visit the Technology and Media tab under Departments.

Director of Technology & Media Services

Steven Vogelsong
svogelsong@wssd.k12.pa.us

Director of Instructional Technology and Professional Growth

Adam McGraw
amcgraw@wssd.k12.pa.us

SAFETY AND SECURITY

District Visitor Management System

The District uses School Gate Guardian, a visitor management software program. Upon entering a building, visitors will be asked to present a valid driver's license or other state-issued identification.

The ID will be scanned and checked against the sexual offender database. Protocol is in place for those who might not have a state-issued ID.

Visitors who have the all clear will receive a printed ID badge that includes their photo and name. The badge is self-expiring, meaning within 12 hours of receipt a red stop sign will bleed through to the front so the badge cannot be reused.

The process to scan an ID, run the check and print a badge takes about 30 seconds to complete. Frequent visitor key passes will be available at a later date for those who enter the school regularly.

Director of Safety & Student Attendance

Thomas Ryan
tryan@wssd.k12.pa.us

The West Shore School District is committed to providing a safe and secure learning environment for all of our students and staff. As a school district, the safety and welfare of our students and staff is our highest priority. While nothing is ever fail-safe, we believe the following precautions work to provide a safe environment for our students:

- All building doors are locked during the school day. Visitors must be permitted to enter the buildings after identifying themselves and their purpose to the office personnel. While this may at times seem like an inconvenience, it is essential that we know every person who enters our schools' doors.
- All staff members are required to wear identification badges to ensure that they are easily identifiable. Visitors must also sign in at the office and wear a visitor's identification badge/sticker.
- District and building administrators are visible in schools and at extracurricular events.
- A team of teachers and administrators at each building are trained in Safe Crisis Management.
- The District conducts Risk and Vulnerability Assessments with local police departments to determine areas of needed safety improvement.
- We ask staff to be vigilant in monitoring guests as they walk the halls of our buildings; staff are instructed that, in the event they observe someone without a District-authorized identification, they are to question the individual's presence and escort them back to the office.

Canine Searches

Canine searches are a preventative measure that reflects our commitment to eliminating drugs and other controlled substances from our schools. During the search, students and staff will be placed on a non-emergency lockdown and access to/from campus will be limited.

Typically searches consist of canine units, under the control of their police officer handlers, sniffing common areas, such as hallways, lockers, and parking lots, to identify the presence of illicit substances. The searches are non-invasive and do not involve physical contact with students.

In addition to any criminal charges filed by the police, anyone found to be in possession of prohibited items during the search will face disciplinary consequences. The District's policy is not to release specific discipline information following a search.

Run, Hide, Fight

Run, Hide, Fight is an intruder response plan where staff and students assess the situation and respond on which option is best. As the name implies, if a violent intruder comes into a school, the response could be to run to a safe place, or hide in a locked area, or attempt to stop the intruder as a last resort with items found in the school.

As part of our ongoing efforts, the District holds drills throughout the school year which includes practicing the hide portion of Run, Hide, Fight and age-appropriate training.

Important information regarding the drills:

- The goal of any drill is to improve our ability to protect students. While students and staff are aware the drill will be occurring, specifics about the date and time are not shared so we can better evaluate our emergency preparedness plans and improve our response skills.
- At the elementary level, staff discuss Run, Hide, Fight with students.
- At the middle schools and high schools, students watch the YouTube video SAUSD Run Hide Fight (Elementary School), which highlights all three elements of the Run, Hide, Fight approach.
- In all schools, the drill begins with the announcement "This is a drill. This is a drill. This is a drill." and ends with the announcement "The drill is now over. Resume normal operations."

School Security Personnel

Beginning with the 2023-2024 school year, in addition to the School Security Guards at our secondary schools, a School Resource Officer will be assigned to each high school. While each have been assigned to a particular building, they may be called to provide assistance at any of our facilities.

School Security Personnel have undergone rigorous training, including specialized programs focusing on school safety, conflict resolution, and de-escalation techniques. They also serve as mentors, providing guidance and support to students, and can actively participate in educational programs on topics such as bullying prevention, drug awareness, and personal safety.

In addition to emergency response training, our School Security Personnel also successfully completed training on safety issues relevant to school-age children and skills to create and maintain positive and influential relationships with our diverse student body.

West Shore Stadium Bag Policy

In addition to visual inspections, all guests to the West Shore Stadium will be subject to a bag check before entering the facility for football games. Following this procedure, the District will restrict the size and type of bags permitted. To expedite entry into the stadium, visitors are strongly encouraged not to bring any bags with them. For additional information, please visit the District website.

See Something, Say Something

West Shore School District students and parents are encouraged to speak with a teacher, counselor or administrator regarding any concern they may have. However, when an individual feels a face-to-face discussion may not be a viable option, two avenues for anonymously reporting the possession, use and distribution of drugs and alcohol, or the potential threat of violence against students and staff members are available.

S.O.S. Hotline

Save Our Students/Staff (S.O.S.) Hotline is a violence prevention tip line run by the West Shore Schol District.

Phone: 717-932-1840

Email: soshotline@wssd.k12.pa.us

Safe2Say Something Youth Violence Prevention Program

Safe2Say Something is a youth violence prevention program run by the Pennsylvania Office of Attorney General.

Phone: 1-844-SAF2SAY (1-844-723-2729)

Website: www.safe2saypa.org

A mobile app is also available.

The program teaches youth and adults how to recognize warning signs and signals, especially within social media, from individuals who may be a threat to themselves or others and to "say something" before it is too late.

Here is how Safe2Say Something works:

- Submit an anonymous tip report through the Safe2Say Something system.
- Crisis center reviews, assesses and processes all submissions.
- Crisis center sends all submissions to school administration and/or law enforcement for intervention.
- If needed, crisis center may contact tipster anonymously through the app.

ONLINE LEARNING

What Makes ExCEL Unique?

ExCEL Virtual Learning Academy, Powered by the Capital Area Online Learning Association (CAOLA) offers quality asynchronous online learning for students in grades 1-12.

ExCEL students have access to a support network of West Shore School District teacher monitors, counselors, career coordinators, psychologists, literacy specialists, technology specialists, advisors, and administrators ready to provide assistance. They also have access to the District's special education, gifted, and social work services.

Our ExCEL students each receive a District-issued device and access to online, phone, and in person technology support. Additionally, face-to-face support is provided when needed by District staff.

Grades 1-5

Students in grades 1-5 have the option to participate in specials in their home school. Additionally, students in grades 4 and 5 may participate in band and/or orchestra and grade 5 students may participate in chorus.

Grades 6-12

For students in grades 6-12, the option is available to take all courses virtually or to take a blending of virtual learning courses and traditional face-to-face courses in their home school.

Interested high school students also have the option to enroll in programs offered by the Cumberland Perry Area Career & Technical Center.



ExCEL (**Ex** expanded **C**hoices for **e**-Learners) Virtual Learning Academy is a learning option designed to meet the dynamic needs of students who are finding success learning online in a non-traditional setting.

ExCEL offers both full-time and blended virtual learning options with flexible pacing and on-site supports to help each student achieve ExCELLence in school and after graduation.

Family Support

Virtual and in person learning opportunities for families are available to assist them in using software (Schoology, Seesaw, etc.), navigating available resources, helping your child with organization and time management, helping to set-up home work spaces, etc. Regularly scheduled family Zoom sessions are also available.

Eligibility

All students in grades 1-12 who currently reside in the West Shore School District are eligible to attend, including those students who are currently attending an outside cyber, charter, or private school. English Learners and students with IEPs will meet with school staff to assess their needs and ability to thrive in a virtual learning setting.

ExCEL Teacher Monitors

ExCEL monitors understand that virtual learning is different and will adapt their practices to meet the needs of students. ExCEL monitors and staff members are available for one-on-one, small group, and office hour appointments during the school day, as well as after school hours as needed.

Additional Information

For more information, visit the District website at www.wssd.k12.pa.us/excelacademy.aspx, follow ExCEL on twitter or instagram @ExCEL_VLA or contact Mr. Christopher Konieczny, Principal, via email at ckonieczny@wssd.k12.pa.us.

Community Bulletin Board

The District recognizes that community organizations may want to share opportunities with students that are non-curricular but have social, recreational, or educational value. As a result, we permit the distribution of informational materials that meet District guidelines.

Following approval, information may be distributed in hard copy form or electronically on our Community Bulletin Board. Additional details, including the flier request form and protocols, can be found on the District website under the Community tab.

HACC Certificate of Residency

The District uses an online process to issue HACC Certificates of Residency. To be eligible for a resident fee discount at HACC, you must have been a resident of the West Shore School District on or before July 1.

Please note, students need not re-apply every semester for a new certificate. The certificates are valid for the entire school year, July 1 through June 30. Additional details, including the online application, can be found on the District website under the Community tab.

Senior Gold Cards

Senior Gold Cards are available to District residents age 62 and older. This card entitles seniors to free admission to all school-sponsored events, including home athletic events and musicals.

To receive a Gold Card, residents need only bring proof of age and residence to the Administration Center for Education. It is not necessary to renew the card each year. Once residents receive a Gold Card, they may enjoy its benefits year after year.

Volunteer Procedures

For the safety of District students and staff members, any adult wishing to volunteer is required to complete the Volunteer Application Process before being approved to do so.

More detailed information about the procedures and necessary documentation needed can be found in the Guidelines for Volunteers available on the District website under the Community tab.

District Voice

District Voice is an opportunity for parents and community members to share information, exchange ideas, make connections, and engage in meaningful dialogue regarding District programs, services, and initiatives. The group, comprised of a selected representative from each school and community at-large representatives, provides two-way communication with the Superintendent and District staff.

Individuals interested in participating may contact the Superintendent's office at 717-938-9577.

PTO, PAC, Booster, and Community Groups

West Shore is fortunate to have many supportive parent and community groups who volunteer their time to help provide activities and support for our students.

If you would like to get involved with a school PTO, PAC, or booster club or organization, please contact your building principal to learn more.

West Shore Foundation

The West Shore Foundation is a district-wide, non-profit organization focused on projects that unify and involve students, faculty, and the community. The Foundation's mission is to enhance our students' educational programs and opportunities by providing additional financial support for the academic and extracurricular programs.

The Foundation supports numerous initiatives including: academic competitions for elementary and middle school students; scholarships for graduating seniors from both high schools; leadership incentive grants for students at all levels; and Educator Innovation Grants for teachers and administrators.

For more information, visit www.westshorefoundation.org, follow them on social media @WestShoreFdn or contact Mr. Brian Maneely, Executive Director at executivedirector@westshorefoundation.org.

BUILDING AND STAFF DIRECTORY

Administration Center

507 Fishing Creek Road
Lewisberry, PA 17339
Phone: 717-938-9577

Mailing Address

507 Fishing Creek Road
P. O. Box 803
New Cumberland, PA 17070

School Year Hours

Monday-Friday, 8 a.m.-4 p.m.

Facebook, Instagram, Twitter, & LinkedIn

@WestShoreSD

Cabinet Members

Dr. Todd Stoltz
Superintendent of Schools

Mr. Mathew Gay
Assistant Superintendent

Mrs. Stevie Jo Boone
Director of Business Affairs

Mr. Brett Sanders
Director of Operations
& Planning

Mrs. Vangie Unti
Director of Human Resources

Central Office Administration

Dr. Ryan Argot
Director of Federal Programs

Dr. Nicholas Butt
Director of Student Services

Mrs. Rhonda Fourhman
Director of Communications

Mr. Andrew Glantz
Director of Buildings & Grounds

Mr. David Harrison
Director of Elementary Education

Ms. Jennifer Homoki
Director of Special Education

Dr. Tammi Jones
Director of Secondary Education

Mr. Adam McGraw
Director of Instructional Technology and
Professional Growth

Mrs. Shannon Murphy
Assistant Director of Student Services

Miss Kristen Pepperman
Supervisor of Transportation

Mrs. Kristen Peters
Assistant Director of Special Education

Mr. Thomas Ryan
Director of Safety & Student Attendance

Mr. Steven Vogelsong
Director of Technology & Media Services



Free Mental Health & Well-Being Resources Available to Families and Staff

In support of our ongoing commitment to the well-being of our staff and students, we have partnered with **Care Solace** to provide an additional layer of care for our community. Care Solace assists individuals in finding mental health care providers and substance use treatment centers. Their services may be accessed at no cost, 24 hours per day, 7 days per week, 365 days per year, and in 200+ languages.

To utilize Care Solace, call **1-888-515-0595**. A Care Solace team member will help you every step of the way to research options, secure appointments, and follow up to make sure it is a good fit.

For anonymous help, answer a few questions to get matched with an extensive list of care providers at

www.caresolace.com/westshore.



Weather-Related Schedule Changes

When deciding whether to switch to remote learning, delay classes, or dismiss school early, there are multiple factors to be considered, but always at the forefront of our decision-making process is the safety of our children and District staff members.

Unless there is an announcement, parents should assume school is in session as usual. Typically, a decision to delay classes or work remotely will be made prior to 5:45 a.m. or when at all possible the night before.



Transportation Issues

If a bus is late or has not arrived within an acceptable time frame, please call First Student at 717-938-8788.



Student Fees & Meal Account Access

Parents may choose to utilize the LINQ Connect website to deposit funds into their child's meal account or to pay student fees. For details on setting up a LINQ Connect account, please visit www.wssd.k12.pa.us/StudentMealAccounts.aspx

Cedar Cliff High School

Dr. Kevin Fillgrove, Principal

Mr. Josh Curtis, Assistant Principal

Mr. Tyler Gensler, Assistant Principal

Mrs. Tara Lingle, Assistant Principal

Mr. John Kosydar, Athletic Director

1301 Carlisle Road, Camp Hill, PA 17011

School Phone: 717-737-8654

Absence Calls: 717-920-0322

Twitter @CedarCliffColts

Instagram @CedarCliff_Colts

Athletics Twitter and Instagram @CedarCliff_AD

Red Land High School

Mrs. Melissa Herbert, Principal

Mrs. Shelly McGowan, Assistant Principal

Mrs. Karisa Peifer, Assistant Principal

Mrs. Jamie Snyder, Assistant Principal

Mr. Thomas Peifer, Athletic Director

560 Fishing Creek Road, Lewisberry, PA 17339

School Phone: 717-938-6561

Absence Calls: 717-938-6564

Twitter and Instagram @RedLandHS

Athletics Twitter @RedLand_AD

Athletics Instagram @RedLand_Athletics

Allen Middle School

Mr. Brian Granger, Principal

Ms. Patricia Harrington, Assistant Principal

4225 Gettysburg Road, Camp Hill, PA 17011

School & Absence Calls: 717-901-9552

Twitter and Instagram @AllenMustangs

Crossroads Middle School

Mrs. Tracy Dominick, Principal

Mr. Jeremy Burkett, Assistant Principal

535 Fishing Creek Road, Lewisberry, PA 17339

School Phone: 717-932-1295

Absence Calls: 717-938-3599

Twitter @CM_Lightning

Instagram @CMS_Lightning

New Cumberland Middle School

Mrs. Jennifer Post, Principal

Mr. Kenneth Gehosky, Assistant Principal

331 Eighth Street, New Cumberland, PA 17070

School & Absence Calls: 717-774-0162

Twitter and Instagram @NCMS_Tigers

Fairview Elementary & ExCEL Virtual Learning Academy

Mr. Christopher Konieczny, Principal

Fairview

480 Lewisberry Road, New Cumberland, PA 17070

School Phone: 717-774-2970

Absence Calls: 717-901-9917

Twitter @FV_Panthers

ExCEL

Phone: 223-225-9747

Twitter and Instagram @ExCEL_VLA

Fishing Creek Elementary

Mr. Matthew Wensel, Principal

510 Fishing Creek Road, Lewisberry, PA 17339

School Phone: 717-938-6565

Absence Calls: 717-938-6567

Twitter @FCSharks1

Highland Elementary

Mrs. Meghan Sheraw, Principal

Mr. Adam Marshall, Assistant Principal

1325 Carlisle Road, Camp Hill, PA 17011

School Phone: 717-901-9860

Absence Calls: 717-901-9715

Twitter @HG_Stallions

Hillside Elementary

Mrs. Julie Dougherty, Principal

Mr. William Delaney, Assistant Principal

516 Seventh Street, New Cumberland, PA 17070

School & Absence Calls: 717-774-1321

Twitter and Instagram @HS_Hedgehogs

Newberry Elementary

Mr. Travis Peck, Principal

2055 Old Trail Road, Eppers, PA 17319

School Phone: 717-938-2111

Absence Calls: 717-938-9777

Twitter @NB_Bobcats

Red Mill Elementary

Mr. Ryan Deveney, Principal

Mr. Kevin Scharlau, Assistant Principal

700 Red Mill Road, Eppers, PA 17319

School Phone: 717-938-3778

Absence Calls: 717-938-3795

Twitter and Instagram @RMDolphins

Rossmoyne Elementary

Mr. Christopher Stine, Principal

1225 Rossmoyne Road, Mechanicsburg, PA 17055

School & Absence Calls: 223-225-9729

Twitter @RS_Bulldogs

Washington Heights Elementary

Dr. Michele Trevino, Principal

Mr. Douglas Knepp, Assistant Principal

531 Walnut Street, Lemoyne, PA 17043

School & Absence Calls: 717-761-8040

Twitter @WH_Eagles



Submit Your Child's Absence Online Through PowerSchool

If your child will not be in school due to illness or doctor/dentist appointment, you can submit their absence electronically through PowerSchool. For step-by-step directions, please visit: <https://www.wssd.k12.pa.us/StudentAttendance.aspx>



Our Pledge

We are committed to providing students with inspiring and relevant experiences so they may live meaningful, purposeful, and impactful lives.

West Shore SCHOOL DISTRICT

INSPIRE • ENGAGE • EMPOWER

Board of School Directors

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Administration

Todd B. Stoltz, Ed.D., Superintendent
Mathew F. Gay, Assistant Superintendent

The West Shore School District will provide to all persons equal access to all categories of employment in this District, regardless of race, age, color, creed, religion, sex, gender, gender identity, sexual orientation, ancestry, genetic information, marital status, pregnancy, national origin, handicap/disability, or differently-abled status, in accordance with state and federal laws governing educational and vocational programs and in its recruitment and employment practices. The District shall make reasonable accommodations for identified physical and mental impairments that constitute disabilities, consistent with the requirements of federal and state laws and regulations. Inquiries concerning the application of Title VII, Title IX, Section 504, the ADA, and the implementing regulations may be referred to the Director of Human Resources, 507 Fishing Creek Road, P.O. Box 803, New Cumberland, PA 17070-0803, telephone 717-938-9577.

UPDATED JULY 2023