

---

# Pennsylvania Department of Education

---



COMMONWEALTH OF PENNSYLVANIA  
**DEPARTMENT OF EDUCATION**  
333 MARKET STREET  
HARRISBURG, PA 17126-0333

## **Student Services Report** **Wednesday, August 27, 2008**

**Entity:** Richland SD  
**Address:** 340 Theatre Drive  
Johnstown, PA 15904-5370  
**Phone:** (814) 266-6063  
**Contact Name:** Thomas Fleming

### **Organization Description**

The Richland School District is located approximately 75 miles from Pittsburgh. It is a district serving approximately 1500 students in grades K through 12. The building configuration within the district is one elementary building housing grades K-6 and one Jr./Sr. High School housing grades 7-12. The Richland School District is one of 35 school districts and 5 career and technology centers under the umbrella of the Intermediate Unit 08. The Intermediate Unit 08 provides special education and professional development services to all associated districts.

As reported in the 2006-2007 state report card, the Richland School District is exceeding all established benchmarks for its total student population as outlined by the Pennsylvania Department of Education. These results are a reflection of a balanced curriculum and a district wide dedication to excellence. This dedication to excellence is a reflection of our mission statement: ***To produce responsible contributing citizens who can demonstrate the knowledge and skills necessary to be successful in a changing world. We will accomplish this by providing diverse practical educational opportunities, recognizing each person's self-worth, and developing individual talents and interests.*** We believe as a community that all children are important!

## Core Purpose

### Mission

The Richland School District, striving to be a leader in education, shares the following mission: ***To produce responsible contributing citizens who can demonstrate the knowledge and skills necessary to be successful in a changing world. We will accomplish this by providing diverse practical educational opportunities, recognizing each person's self-worth, and developing individual talents and interests.***

### Vision

The Richland School District recognizes that the pace of change in our world is placing new and more complex demands on students and effective schools. The vision of an effective school for the 21st century includes a mission statement developed from a set of belief statements that are fundamental to providing a quality education. This district believes:

- Learning is a lifelong process.
- Everyone has the potential to learn.
- Effective learning is achieved through cooperation.
- Experiencing and celebrating success promotes self-confidence.
- Education must inspire mutual respect and compassion.
- The community that invests in education will prosper.
- Accountability in education is essential.
- Innovation and creativity are necessary for individual development.
- Processing information is critical to learning.
- Everyone is important.

### Shared Values

1. Learning is a lifelong process.
2. Everyone has the potential to learn.
3. Effective learning is achieved through cooperation.
4. Experiencing and celebrating success promotes self confidence.
5. Education must inspire mutual respect and compassion.
6. The community that invests in education will prosper.
7. Accountability in education is essential.
8. Processing information is critical to learning.
9. Everyone is important.

### Current Student Services

Service	Comment
K-12 counseling	Three certified school counselors provide a full spectrum of services to

services	provide for students academic, social/emotional, and career awareness needs. Services include individual and group counseling, career development, college and other post graduation planning, and Advanced Placement Testing.
Instructional support teams	A certified teacher provides analysis of student data and plans individualized education plans to increase student achievement.
Student assistance teams	A group of educational professionals identifies and intervenes with students with at-risk behaviors that provide barriers to learning
ESL	One certified ESL teacher will provide support for English language development and usage for English language learners by using an instructional curriculum that supports the development of English language communication skills which are necessary to participate in the full range of educational activities offered to the mainstream student population.
Gifted Support	One certified teacher at the elementary level provides curricular and co-curricular learning opportunities for students identified as mentally gifted.
Alternative Education	Provides alternative placement for students who cannot achieve in a regular classroom setting.
Speech/Language Support	One certified speech pathologist provides services for students with speech and/or language impairments
Early Intervention	Services for eligible district students 3 — 5 years are provided by IU8 certified personnel.
Blind/Visually Impaired Support	Services are contracted from IU8 to provide support to eligible students by certified personnel.
Deaf/Hearing Impaired Support	Services are contracted from IU8 to provide support to eligible students by certified personnel.
Health and Wellness	The Richland School District has a health and wellness policy in place and is committed to fighting childhood obesity.
Transportation Services	The Richland School District contracts out to a bus provider that operates a student transportation system for elementary and high school students.
Psychological Services	A certified full time school Psychologist is employed by the district. The school Psychologist serves the district by providing diagnostic, intervention, referral, and consultative services.
Breakfast and lunch programs	Our Cafeterias offer nutritional meals that meet or exceed the U.S. department of Agriculture guidelines. Student whose parents qualify based on federal income guidelines are eligible for free and reduced priced meals.
K-12 Health Services	Two certified school nurses provide a full spectrum of services to monitor and ensure health of students and staff, services includes health screenings, immunization monitoring, and emergency health response.
Title I Services	Title I teachers provide these supplementary reading services to identified students in grades K-2 who are selected for inclusion in the program based on educational need.
Library Services	Two certified school librarians provide instruction and resources so that every student and staff member becomes a lifelong reader, and effective and responsible user of information.

## **Needs Assessment**

The Richland School District Student Services embodies a progressive approach to providing students with an array of services that support academic, mental, physical, and social wellness. The staff offers a consistent, supportive and caring approach to students in need of educational and social assistance. The professional staff at Richland assesses all students' academic and emotional progress and refers those students in need to the proper venue. In order to maintain a caring atmosphere for learning, Students and counselors meet in order to develop an Individualized education plan that will foster student success. The staff reinforces the importance of communication with the guidance personnel when experiencing problems such as aggression anger management, study skills, and peer relationships. Community service learning opportunities are provided for 7-12 student participation, such as local hospitals, local food bank and clothing drives, and dress down days for local charities. The Richland School District has a strong relationship with many county agencies, such as the Cambria County drug, alcohol, mental health school liaisons, grief counseling services, Victim Services, and Women's Help Services. Student orientations are conducted for sixth grade students entering the Jr. Sr. high school building, and any new families entering the district. Administrators and school counselors monitor attendance closely at each building level. Specifically, the high school employs a daily attendance monitor who calls home whenever a student is absent. Parents are encouraged to be a part of the educational process at each building level by attending PTO meetings, SAP meetings, and various evening programs like drug/alcohol/suicide prevention programs.

## **Action Plan - Narratives**

### **Developmental Services**

All students are provided with developmental, preventative, and supportive services based on individual needs. Individual counseling is based on student needs and include emotional, social, and academic concerns.

A comprehensive K-12 guidance program using the PA Academic Standards for Career Education and Work is currently being researched.

### **Diagnostic, Intervention and Referral Services**

Professional staff members evaluate student concerns and/or problems and formulate individual plans which appropriately address the developmental needs of the student. Referral strategies include but are not limited to: instructional support, referrals to outside agencies, crisis intervention referrals, SAP core team meetings to review referrals, consultation with parents, follow-up after interventions have been implemented, etc.

### **Consultation and Coordination Services**

Students experiencing persistent problems, such as mental health, attendance, academic, and drug and alcohol issues, benefit from consultation with school personnel and community agencies. Services include but are not limited to SAP referrals, individual meeting with school counselors, mental health/drug/alcohol evaluations, alternative education, etc. Guidance personnel elicit the aid of community and county agencies to assist in the education and support of all students. This partnership is a vital link to the students who reside within this community. Students who are experiencing crisis situations in schools are immediately referred to the appropriate agency.

### **Student Assistance Program**

The Richland School District has three levels of student assistance programs, one from grades K-6, 7-9 and one 10-12 (Student Assistance Program or SAP). Student participation in SAP

program is voluntary and is meant to be a support and referral service for students and families. All information regarding a student's involvement in the program is confidential and maintained in the best interest of the student.

Students may be referred on the basis of behavioral concerns:

- mental health issues, including the risk of suicide
- drug and alcohol violations.
- drop in school performance

Students may be referred to SAP by teachers or other school personnel, parents, friends, or themselves.

Each team will meet to discuss referrals. Information will be gathered from the student's teachers, principals, school nurse, and school counselors. Data will be collected and the team will discuss intervention strategies and recommendations. Teams also plan prevention and awareness programs for students and parents. The Richland School District SAP Program is a systematic approach to intervene with young people who are at risk of abusing alcohol and other drugs, or who are experiencing a mental health crisis. The primary goal of our Student Assistance Program is intervention. Our message to our students is, "There are people in your school who care about you as a person. We want you to succeed. We are willing to listen to your concerns, as well as confront behaviors which seem to be keeping you from succeeding."

### **Communication**

The Richland School District provides ongoing communication with parents and the community to foster strong community relations and enhance the educational process. The Richland School District website provides information on No Child Left Behind, the district's AYP status for the previous school year, and also PSSA achievement levels. Parents and guardians receive four academic reports throughout the school year as well as have 24/7 internet access to individual student achievement information, attendance, and lunch balance information through Power School, the district's student management system.

School counselors and nurses publish quarterly information bulletins to inform parents/ guardians about health related news and information. Nurses and physical education teachers collaborate to send an annual BMI and Fitness Gram Report to inform parents of their child's BMI and Fitness levels. The District utilizes a vast array of communication options such as, elementary, and high school student handbooks, monthly cafeteria menus, newsletters, mailings, a district website where many of the paper communication documents are also posted, such as all of the District calendars, and the parent portal for Power School access.

### **Action Plan**

#### **Strategic Planning Process**

The Richland School District Strategic Planning Committee participated in meetings during the 2007-08 school year to create the district's mission and vision statements, identify shared values, examine data, and respond to district subcommittee reports. Strategic planning subcommittees assessed data and collected input from teachers and students to determine goal areas, strategies, and activities.

#### **Strategic Planning Committee**

Name	Affiliation	Membership Category	Appointed By
Brandon Bailey	Richland SD	Administrator	District Administration
Donna Dumm	Richland SD	Secondary School Teacher	Teachers
Edward A. Moran	Richland SD	Administrator	District Administration
John E. Maier	Richland SD	Administrator	District Administration
Lauren McClemens	Richland SD	Elementary School Teacher	Teachers
Mary Beth Prociuk	Richland SD	Ed Specialist - School Psychologist	District Administration
Merikay Moore	Richland SD	Ed Specialist - School Nurse	Education Specialist
Missy Stringent	Richland SD	Ed Specialist - School Counselor	Education Specialists
Patricia Kristobak	Richland SD	Ed Specialist - School Counselor	Education Specialists
Rose Rifilato	Richland SD	Elementary School Teacher	Teachers
Scott Instone	Richland SD	Parent	Richland School Board
Thomas P. Fleming, Jr.	Richland SD	Administrator	District Administration
Thomas Smith	Richland SD	Administrator	Richland School Board

### **Assurance for the Collection, Maintenance, and Dissemination of Student Records**

By checking each of the boxes below, the local education agency assures compliance with the requirements of 22 PA Code Chapter 12 and with the policies and procedures of Pennsylvania Department of Education (PDE). PDE will specify, in writing, policies and procedures to be followed. Requests for any deviations from these regulations, policies, and procedures must be made in writing to PDE (electronic mail may be directed to ra-chapter12@state.pa.us).

The Local Education Agency (LEA) assures the following:

- The LEA has a local plan, including policies and procedures, in place for the collection, maintenance, and dissemination of student records in compliance with §12.31(a) and §12.32
- The plan shall be maintained in compliance with §12.31(b) and made available to PDE in compliance with §12.31(c)

### **Assurance for the Operation of Student Services and Programs**

By checking each of the boxes below, the local education agency assures compliance with the requirements of 22 PA Code Chapter 12 and with the policies and procedures of Pennsylvania Department of Education (PDE). PDE will specify, in writing, policies and procedures to be

followed. Requests for any deviations from these regulations, policies, and procedures must be made in writing to PDE (electronic mail may be directed to ra-chapter12@state.pa.us).

The Local Education Agency (LEA) assures that there are local policies and procedures in place that address:

- Free Education and Attendance (in compliance with §12.1)
- School Rules (in compliance with §12.3)
- Discrimination (in compliance with §12.4)
- Corporal Punishment (in compliance with §12.5)
- Exclusion from School, Classes, Hearings (in compliance with §12.6, §12.7, §12.8)
- Freedom of Expression (in compliance with §12.9)
- Flag Salute and Pledge of Allegiance (in compliance with §12.10)
- Hair and Dress (in compliance with §12.11)
- Confidential Communications (in compliance with §12.12)
- Searches (in compliance with §12.14)
- Emergency Care and Administration of Medication and Treatment (in compliance with 35 P.S. §§ 780-101 - 780-144)

The LEA acknowledges that the above policies shall be maintained locally and be made available to the public upon request. The policies are not to be submitted to the Commonwealth except upon specific request by PDE.

In addition, the LEA assures the following:

- The Student Services Report complies with §12.41(b), §12.41(c), and §12.42 (consistent with the Early Intervention Services System Act (11 P.S. §§875-101 - 875-503))
- Consistent with §445 of the General Education Provisions Act (20 U.S.C.A. §1232h), parents or guardians are informed regarding individual survey student assessments and provided a process for refusal to participate (in compliance with §12.41(d))
- Persons delivering student services shall be specifically licensed or certified as required by statute or regulation (in compliance with §12.41(e))

## **Supporting Documents - Attachment**

-