

**ANNUAL
PARENT/STUDENT
INFORMATIONAL
GUIDE**



2010-2011

INFORMATIONAL GUIDE

This Information Guide to the programs, policies, and procedures of the Peters Township School District has been compiled for parents, students, and the community at large. Any questions or comments about information contained in this guide should be directed to the specific building level or the Communications Office at 724-941-6251 Ext. 7205.

Asbestos Management

The School District is in compliance with all requirements for contending with asbestos, as outlined in the Asbestos Hazard Emergency Response Act.

The Asbestos Management Plan for the Peters Township School District is on file at the District Administrative Offices at 631 East McMurray Road. Copies of the plan are available in each school office. Questions or concerns related to asbestos management should be directed to the Supervisor of Buildings, Grounds, and Transportation.

School Board Meetings

The Board of School Directors meets the third Monday of each month at 7:30 p.m. at the District Administrative Offices, 631 East McMurray Road. Special committee meetings are also conducted on an as-needed basis. These meetings are advertised on Comcast Cable Channel 19/Verizon Fios Cable Channel 39.

Persons who wish to bring matters before the Board are encouraged to contact the Business Office at 724-941-6251 Ext. 7207 prior to the meeting in order to be placed on the agenda. A public question-and-answer period is provided during the Board meeting.

School Hours

District Administrative Offices

8 a.m. to 4:30 p.m.

McMurray Elementary, Pleasant Valley Elementary, and Bower Hill Elementary

9 a.m. to 3:30 p.m.

Peters Township Middle School

8 a.m. to 2:55 p.m.

Peters Township High School

7:30 a.m. to 2:20 p.m. (students)

7 a.m. - 3 p.m. (office)

Golden Age Passes

Golden Age Passes are available to residents, 62 years of age and older, for free admission to all school-sponsored activities and events. Although admission is free, events that have limited seating facilities may require advanced reservations.

Golden Age Passes are not valid for activities that are held by nonschool organizations on school premises. Cards are available at the District Administrative Offices, 631 East McMurray Road.

Child Abuse

The health of Peters Township students is a concern of the District. The state mandates that schools report suspected cases of child abuse. This includes suspected physical, emotional, or sexual abuse of youngsters. The schools are also mandated to permit the local Child Protective Service Agency to interview, in the schools, alleged victims of child abuse.

Early Intervention Transition

Act 212, the Early Intervention Systems Act, established early intervention services in Pennsylvania for children with disabilities from age three to the age of beginners (that is the minimum age established by each school district for admission to first grade). The Pennsylvania Department of Public Welfare is responsible for providing services to infants and toddlers, defined as children from birth through two years. According to the Pennsylvania's State Special Education Plan, all students transitioning from early intervention programs to kindergarten or first grade programs within their school district of residence are to do so without interruption in program. All children who are not provided with transition procedures will remain eligible for the early intervention services described in their

preschool IEPs when they enter kindergarten or first grade.

Early intervention programs are annually responsible for identifying, by February 1, all children who are approaching the age for kindergarten or first grade in their district of residence; notifying families of children approaching kindergarten age that their children may remain in early intervention for another year; informing families about the transition process; convening transition meetings (which must also be attended by a representative from the district of residence); and ascertaining whether the family intends to register the child with their school district of residence for the next year.

Immunizations

All school-age children must have a record of immunization on file with the School District. Children with incomplete immunization records will not be permitted to enter school.

Children new to the District must have their immunization records reviewed by the school nurse prior to the start of school. According to the Pennsylvania Department of Health regulations, children in all grades must have the following immunizations: 4 doses of tetanus (1 dose on or after the 4th birthday), 4 doses of diphtheria (1 dose on or after the 4th birthday), 3 doses of polio, 2 doses of measles, 2 doses of mumps, 1 dose of rubella (German measles), 3 doses of hepatitis B, 2 doses of varicella (chickenpox), vaccine or history of disease. Children entering 7th grade in 2009/2010 need the following: 1 dose of tetanus, diphtheria, acellular pertussis (Tdap) (if 5 years has elapsed since last tetanus immunization), one dose of meningococcal conjugate vaccine (MCV).

Persons who have medical or religious

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objections to these immunizations should contact the building principal.

For more information, contact the school nurse, building principal, or the Assistant Superintendent.

Nondiscrimination Policy

Peters Township School District will not discriminate in employment, educational programs, or activities based on race, color, national origin, age, sex, disability, handicap, marital status or because a person is a disabled veteran or a veteran. Reasonable accommodations will be provided for employees and program participants who are disabled. No preschool, elementary, or secondary school pupil enrolled in an Intermediate Unit program shall be denied equal opportunity to participate in age and program appropriate instruction or activities due to race, color, disability, handicap, creed, national origin, marital status or financial hardship. Participation in instruction and activities for a student identified as exceptional may be modified according to the Individual Educational Program (IEP) developed for the student. Reasonable accommodations will be provided for pupils who are disabled.

For information regarding services, activities, facilities that are accessible to and usable by handicapped persons, contact the Section 504 Coordinator Director of Special Education at 724-941-6251. For information regarding civil rights or grievance procedures, contact the Title IX Coordinator for Employment Dr. Anthony Merante, Assistant Superintendent, the Title IX Coordinator for Programs Dr. Beverly Hall, Director of Curriculum, and the Title IX Coordinator for Sports Mr. Rich Relich, Director of Sports Programs and Activities at the District Administrative Offices, 631 East McMurray Road, McMurray, PA 15317 or by phone at 724-941-6251.

No Smoking

A No Smoking Policy within district facilities is currently in effect in the Peters Township School District. The

policy prohibits smoking in all district buildings and grounds. Information concerning violations of the policy will be filed with the Peters Township Fire Marshal.

School Closings

In case of inclement weather, delayed openings, school cancellations, early closings, or other emergencies, announcements will be posted (beginning at 6 a.m.) on Comcast Cable Channel 19/Verizon Fios Cable Channel 39, and broadcast on local radio and TV stations. The District also utilizes the Global Connet Parent Notification System to call parents within the District when there is a delay or closing due to weather conditions. The system can also be used in the event of an evacuation or other building emergency.

Student Tuition Rate

The School District has established a tuition rate for future residents who are in the process of moving or building a home in the Township. At the Elementary level (K-6) the tuition is \$6,966.70, and \$7,601.30 for secondary (7-12).

Transportation

Bus schedules have been carefully prepared to accommodate the transportation needs of the district.

Video cameras are used on school buses to enforce appropriate behavior. A high standard of student behavior on school buses, at bus stops, while loading and unloading, and while walking to and from bus stops is expected and is required. The bus driver is in charge of the vehicle, and his or her instructions are to be obeyed. Smoking, throwing objects from the bus or windows, rowdiness, standing while the bus is in motion, deliberate delays in boarding, unauthorized transferring to another bus, opening of emergency doors without the driver's permission (except in a bona fide emergency), distracting the attention of the driver, failure to cooperate with the driver, or any conduct detrimental to safe bus

operation will result in a review of the offending student's opportunity to continue to ride the bus, and may cause permanent loss of his/her privileges or suspension from school. Damage to the vehicle will be charged to the student responsible.

The School District is responsible for disciplining students who misbehave at the bus stop or while riding on the bus to and from school. Parents/guardians are responsible for the behavior of their own children on the way to and from the bus stop.

A policy governing regular routes and services is in effect. Except when otherwise determined by the School Board for reasons of safety of pupils and vehicles, expediting routes, or convenience to the district, school buses will be routed through plans of homes only when continuous forward progress can be maintained. School buses will not be routed into cul de sacs except for special-needs students.

All bus drivers wear name badges. Bus drivers must be at least 21 years of age, have a commercial driver's license, pass a state school bus driver's exam, complete 20 hours of instruction, have Act 33/34 child abuse and criminal history clearances, pass pre-employment and random drug testing, and pass an annual physical exam.

AIDS Education

Under state mandate, instruction about Acquired Immune Deficiency Syndrome (AIDS) will be provided to students in the 3rd, 5th, 8th, and 11th grades in health class; in the 7th grade in science class; in 9th and 10th grades in biology class; and to students in the 10th, 11th, and 12th grade family and consumer science classes.

AIDS information is presented to Peters Township students through three broad topical categories: basic health and hygienic practices, communicable diseases, and the immune system. The extent to which each topic is covered and the type of information provided is

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targeted to the grade level and readiness of the student involved.

AIDS instruction is incorporated into the Peters Township curriculum as an integral part of the health and science programs. If you are interested in the information that is presented at a particular grade level, please contact the building principal. In addition, if you object to your child receiving this instruction for any reason, please notify the building principal in writing by the third Monday in September.

Homebound Instruction

Homebound instruction may be provided to students unable to attend public school because of temporary physical or mental handicaps. Parents may obtain a Homebound Request Form from the principal. This form is to be completed and signed by the attending physician. Upon approval of the request, homebound instruction will be provided for up to five hours weekly until the student returns to school. Periodic review by the attending physician of the students' need for homebound instruction will be required by the school district.

Screening and Evaluation

The Peters Township School District employs procedures for locating, identifying, and evaluating the needs of school-age students requiring special education programs and/or services. These procedures, as required by State regulations, are as follows: As prescribed by Section 1402 and 1403 of the school code, the district routinely conducts health screening for kindergarten (K) through 12th grade students; Vision (K-8, 10); Hearing (K-3, 11); Height/Weight (K-12); Mandated Physical Exams (K, 6,11) and Sports Physicals; Dental Screening (K, 1,3,7,10); and Scoliosis Screening (6,7).

Speech and language skills are screened in kindergarten and on a referral basis by the speech clinicians in each building.

Gross-motor and fine-motor skills, academic and social emotional skills are assessed by the teachers and support staff on an ongoing basis. Various screening activities on an ongoing basis include: a review of group-based data such as cumulative enrollment and health records, report cards, ability, and achievement test scores. Needs identified from these screening sources, as well as information obtained from parents and outside agencies, are assessed, noted within the student's record and discussed with parents. Screening information will be used by teams of professionals (i.e., Instructional Support and/or Student Assistance, etc.) within the student's school to meet the specific needs or to document the need for further evaluation. If it is determined that a child needs additional services, the team of professionals will make adjustments relative to such issues as the child's learning style, behavior, physical disabilities, and speech difficulties. If a student does not make progress, parents will be asked to give written permission for further individual professional evaluations.

Following the professional evaluation, an evaluation report is prepared with parent involvement and includes specific recommendations of the type of intervention necessary to address the needs of the student. Once the evaluation report is completed in accordance with the State regulations, an education planning team meeting is scheduled with the parents and an appropriate education plan for the student is developed.

Parents of students who suspect their child is in need of special education may request a multidisciplinary team evaluation of their child through a written request to the building principal or the Supervisor of Special Education.

Confidentiality of Student Records

The privacy rights of parents and students are mandated by federal leg-

islation known as the Family Educational Rights and Privacy Act of 1974 (FERPA, 20 U.S.C. 1232g, 34 C.F.R. Part 99), most recently amended on August 7, 2000, state regulations (Chapter 14-Special Education Services and Programs, Chapter 12-Student Rights and Responsibilities), and district policy.

The different categories of information maintained by the school district are as follows: educational and health records, personally identifiable information and directory information. With the exception of school officials, receiving school districts, federal, state, or local officials or authorities to whom information is specifically required to be reported or disclosed pursuant to Federal or state statute or regulations, educational and health records and personally identifiable information cannot be disclosed or released without parental consent or the consent of an adult student (a student who is 18 years of age or older, married or attending an institution of post-secondary education). Information known as directory information can be released without consent.

Directory information is defined as information which would be considered not harmful nor an invasion of privacy if disclosed. This information includes the following: student's name, address, date and place of birth, major field of study, participation in officially recognized activities and sports, dates of attendance, degrees and awards received, and the most recent previous educational agency or institution attended by the student. To prevent the release of directory information, parents (or an adult student) must notify the building principal, in writing, regarding their desire to withhold this information and their reason for such a request.

Written parental or adult student request is required for the disclosure of educational and health records and personally identifiable information. The consent must specify the record that may be disclosed, purpose of the

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disclosure, and identify the party or class of parties to whom the disclosure may be made. A written record of the disclosure must be maintained by the school district. Student records may be disclosed to a court without consent and without a court order or subpoena if a parent of a student over 18 years of age initiates legal action against a school entity. Additionally, under certain circumstances, student records may be released to local law enforcement officials.

Complaints asserting FERPA violations are filed with, reviewed, and investigated by U.S. Department of Education, Family Policy Compliance Office, Washington, D.C., 20202-4605. If you have any questions, please contact Dr. Anthony Merante, Assistant Superintendent, Peters Township School District.

Services for Students In Non-public Schools

Public special education is accessible to resident students attending nonpublic schools by permitting the nonpublic school student with a disability to enroll on a part-time dual enrollment basis in a special education program operated in a public school.

Special education programs are accessible to nonpublic school students with disabilities through dual enrollment following a multidisciplinary team evaluation, evidence of a demonstrated need for specially designed instruction, and development of an Individualized Education Program (IEP).

Parents of nonpublic school students who suspect that their child is disabled and in need of special education may request a multidisciplinary team evaluation of their child through a written request to the building principal.

Services for Protected Handicapped Students

In compliance with state and federal law, the Peters Township School District will provide to each protected handicapped student, without discrimi-

nation to the student or family, those related aids, services, or accommodations which are needed to provide equal opportunity to participate in and obtain the benefits of the school program and extracurricular activities to the maximum extent appropriate to the student's abilities. In order to qualify as a protected handicapped student, the child must be of school age with a physical or mental disability which substantially limits a major life activity or prohibits participation in or access to the school program.

These services and provisions for protected handicapped students are distinct from those applicable to all eligible or exceptional students enrolled (or seeking enrollment) in special education programs.

For further information on the evaluation procedures and provisions of services to protected handicapped students, contact the Director of Special Education.

Services for School-Age Students With Disabilities or Mental Giftedness

The Peters Township School District provides a free, appropriate public education to students with disabilities and/or mental giftedness according to state and federal mandates. To be eligible, the child must be of school age, have a disability or mental giftedness, and be in need of specially designed instruction. In addition, the student must meet eligibility criteria for mental giftedness and/or one or more of the following physical or mental disabilities as set forth in the Pennsylvania State Regulations: autism, deaf-blindness, visual impairment, including blindness, deafness, hearing impairment, mental retardation, multiple disabilities, orthopedic impairment, emotional disturbance, specific learning disability, other health impairment, traumatic brain injury, or speech/language impairment.

Services designed to meet the needs of disabled students include the annual

development of an individualized education program (IEP) for disabled students, triennial, multidisciplinary reevaluation (except for those students with mental retardation where the reevaluation occurs on a biennial basis). In addition, types of program interventions are supportive intervention in the regular class, supplemental intervention in the regular class; a special education resource program; placement in a part-time or full-time special education class in a regular school; or placement in a full-time special education class outside of the regular school.

The extent of special education services for disabled or mentally gifted students and the location of the delivery of such are based upon the student's demonstrated needs and/or abilities, chronological age, and the level of intensity of the specified interventions. Parents are an integral part of the Educational Planning team and are encouraged to be physically present at the meeting. The school district also provides related services such as transportation, physical therapy and occupational therapy to enable the student with disabilities to derive educational benefits.

Prior to the initiation of services, parents of a student with a disability are presented a "Notice of Recommended Educational Placement" (NOREP); parents of a mentally gifted student are presented with a "Notice of Recommended Assignment (NORA) with which they may agree or disagree. If parents disagree with the program being recommended, they have the right to request a pre-hearing conference, mediation, and/or a due process hearing.

Protection of Pupil Rights Amendment (PPRA)

PPRA affords parents certain rights regarding the conducting of surveys, collection and use of information for marketing purposes and certain physical exams. These include the right to: Consent before students are required

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to submit to a survey that concerns one or more of the following protected areas (Protected information survey) if the survey is funded in whole or in part by a program of the U.S. Department of Education (DE):

1. Political affiliations or beliefs of these students or student's parent.
2. Mental or psychological problems of the student or student's family.
3. Sex behavior or attitudes.
4. Illegal, antisocial, self-incriminating or demeaning behavior.
5. Critical appraisals of others with whom respondents have close family relationships.
6. Legally recognized privileged relationships, such as with lawyers, doctors or ministers.
7. Religious practices, affiliations, or beliefs of the student or parents.
8. Income, other than as required by law to determine program eligibility.

Receive notice and an opportunity to opt a student out of:

1. Any other protected information survey, regardless of funding.
2. Any non-emergency, invasive physical exam, or screenings required as a condition of attendance administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, scoliosis screenings or any physical exam or screening permitted or required under state law.
3. Activities involving collection, disclosure or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.

Inspect, upon request and before administration use:

1. Protected information surveys of students.
2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes.
3. Instructional material used as part of the educational curriculum.
4. The rights transfer from the parents to a student who is 18 years old or an emancipated minor under state law.

Disclosure of Information

The requirements concerning activities involving the collection and disclosure of personal information from students for marketing purposes do not apply to the collection, disclosure or use of personal information collected from students for the exclusive purpose of developing, evaluating or providing educational products or services for or to students or educational institutions, such as the following:

1. College or other post-secondary educational recruitment, or military recruitment.
2. Books, clubs, magazines, and programs providing access to low-cost literary products.
3. Curriculum and instructional materials used by elementary schools and secondary schools.
4. Tests and assessments used by elementary schools and secondary schools to produce cognitive, evaluation, diagnostic, clinical, aptitude or achievement information about students.
5. The sale by students of products or services to raise funds for school-related or education-related activities.
6. Student recognition programs.

English as a Second Language (ESL)

The Peters Township School District provides services to students and the families of students whose primary language is not English. Upon registration, all families are asked to complete a home-language survey, and, if necessary, an English language proficiency test is administered. If students are not proficient, ESL services are provided in accordance with the Pennsylvania Department of Education recommended guidelines. Students or families who have questions or concerns regarding ESL services should contact the Building Principal.

PROTOCOL CHART

This chart directs you to the appropriate person to contact within the district for specific areas of concern, questions, or other information.

A

Accident Report	School Nurse/ Building Principal
Act 48 Tracking System Act 48 Plan	Assistant Superintendent Director of Curriculum
Activities (Student) Schedules Activity Information	Athletic Department Athletic Department
Advanced Placement Courses	HS Counselors/ Director of Curriculum
Alternative Placement	Building Principal/Supervisor of Special Education
Announcements Permission to Post Cable Channel Messages Email Blasts	Building Principal Communications Coordinator Communications Coordinator
Athletic Information Schedules Tickets Uniforms Individual Sports Information Intramural Sports	High School Athletic Department/Individual Building Director of Sports Programs Director of Sports Programs Athletic Coach Individual building
Attendance Accounting Educational Trips/Field Trips Homebound Instruction Lengthy Absences or Tardiness Legal vs. Illegal Absences	Building Attendance Clerk/Child Accounting Coordinator Building Principal Building Principal/Assistant Superintendent Building Principal or High School Attendance Office Building Principal

B

Benefits Administration	Coordinator of Human Resources
Building Rental	Superintendent/Business Office
Building Use	Assistant to the Athletic Director
Bus Routes	Transportation Department
Bus Schedules	Transportation Department

C

School District Calendar	Superintendent
Career Counseling	Middle/High School Counseling Office
Certification Officer	Assistant Superintendent
Classroom Performance	Individual Teacher and/or Building Principal
Conference Requests	Building Principal/ Director of Curriculum

PROTOCOL CHART *(continued)*

Counseling Services Individual School Counselor or
Counseling/Nurse Facilitator K-12

Curriculum
General Questions Building Principal or
Individual Teacher(s) involved with program
District Director of Curriculum, Assessment and Instructional Technology

D

Delays and School Closings Superintendent

Discipline
Activities/Bus Building Administrators
General Classroom Teacher

E

Employment Applications Assistant Superintendent

English as a Second Language ELL Instructor

Enrollment School Buildings/Business Office

Evaluation/Classroom Observations Assistant Superintendent
Building Principal
Director of Staff Development and Instructional Technology Integrator

Extra Curricular Activities Director of Sports Programs/Building Principal

F

Finance
School Budget Business Office

Financial Aid
Higher Education HS Counseling Department

Food Service Food Service Department

Free/Reduced Price Lunches Food Service Department

G

Grades (student) Teacher/ School Counselor

Grading System Building Counseling Department/Building Principal

Grants Director of Staff Development and Instructional Technology Integrator

H

Home Schooling Information Assistant Superintendent

PROTOCOL CHART *(continued)*

Homebound Instruction for Students Building Principal/Assistant Superintendent

I

Immunizations School Nurse
Induction Program Director of Staff Development and Instructional Technology Integrator
Informational Packets (District) Communications Coordinator
Instructional Support Team Building Principal

L

Legal Issues Superintendent/Assistant Superintendent

M/N

Maintenance Building and Grounds Supervisor
Non-Resident Students Assistant Superintendent/Business Manager

P

PA-Educator Assistant Superintendent / Coordinator of Human Resources
Payroll Information Business Office
Parking (student) Building Principal/HS Office
Personnel
Professional Personnel Assistant Superintendent
Support Personnel Coordinator of Human Resources
Policy (District) Assistant Superintendent

R

Registration
Sports Athletic Office
School Individual School

S

Schedules (student) Building Principals
School Hours Individual School Building
Special Education Supervisor of Special Education
(Includes special needs, special programs, referrals, mental health, out-of-district programs).
Staff Development Director of Staff Development and Instructional Technology Integrator

PROTOCOL CHART *(continued)*

Student Teacher Placement	Director of Staff Development and Instructional Technology Integrator
Substitute Teachers	Coordinator of Human Resources
Summer School Program	Director of Curriculum

T

Taxes Municipal/School Taxes	Municipal Office
Technology	Director of Technology
Test Scores District Building	Director of Staff Development and Instructional Technology Integrator HS/MS Counseling Office/Elementary Building Administrators
Transportation <i>Includes areas of attendance/bus routes/bus schedules/bus maintenance/private/parochial transportation.</i>	Transportation Department
Trips (Educational)	Individual School
Tuition (non-resident)	Business Manager and/or Assistant Superintendent
Tuition Reimbursement	Superintendent's Secretary

V

Visits (to schools)	Building Principal
Vocational Programs	High School Counseling Department

W

Web Site (www.ptsd.k12.pa.us)	Director of Technology/ Communications Coordinator
Wellness	School Nurse/Counselors/Nurse Facilitator/Assistant Superintendent
Work Permits	HS Office/MS Counseling Department

DIRECTORY

The following is a listing of telephone numbers to keep handy throughout the year. Often the administrator or support staff closest to the situation is the best person to provide information or to refer to for information. These individuals can be reached at the phone numbers and extensions listed.

Peters Township School District

631 East McMurray Road
McMurray, PA 15317
724-941-6251
724-941-6565 (Fax)
Website: www.ptsd.k12.pa.us

Dr. Nina Zetty
Superintendent Ext. 7201
Dawn Gossard-Homol
Secretary Ext. 7206

Dr. Anthony Merante
Asst. Superintendent Ext. 7202
Debra Christman, Secretary Ext. 7230

Dr. Beverly Hall, Director of Curriculum Ext. 7298
Carol Zaimis, Secretary Ext. 7296

Dr. Mary Monsour, Director of Staff Ext. 7208
Development and Instructional
Technology Integrator

Daniel Solomon, Business Manager/
Board Secretary Ext. 7203
Laura Wilen, Secretary Ext. 7207
Donna Carper, Payroll Secretary Ext. 7204
Laura Foltz, Accounts Payable
Secretary/ Receptionist Ext. 7200

Dr. Thomas Hajzus, Assistant to the
Superintendent for Operations

William King, Supervisor of Special Education Ext. 7271
Patti Myers, Secretary Ext. 7225

Louise Woods Rzepka
Coordinator of Human Resources Ext. 7228

Shelly W. Belcher
Communications Coordinator Ext. 7205

Duke Malloy, Director of Technology Ext. 7222
Leanne Zawicki, Computer Technician
Grant Stevenson, Computer Technician
Bridget Kirwan, Secretary Ext. 7260

Sherry Voitek, Food Service Director Ext. 7226
Jana Iams, Secretary

Sports Programs and Activities

264 East McMurray Road
McMurray, PA 15317
724-941-6250
724-942-0915 (Fax)

Richard Relich, CAA, Director of Sports Ext. 5233
Programs & Activities
Jami Christopher, Secretary Ext. 5394

Buildings and Ground's Office

110 Bell Drive
McMurray, PA 15317
724-941-8981 or 724-941-4850
724-941-2051 (Fax)

Glenn Franceschina, Supervisor Ext. 6011

Jerry Kronstain, Asst. Supervisor Ext. 6012

Rebecca Myers-Matson, Secretary Ext. 6010

Peters Township High School

(Grades 9-12)
264 East McMurray Road
McMurray, PA 15317
724-941-6250
724-942-0915 (Fax)

Frank Brettschneider, Acting Principal Ext. 5212

Emily Sanders, Asst. Principal Ext. 5215

Judy Bourg Principal's Secretary Ext. 5217
Lorraine Glass, Secretary Ext. 5216
Vivian Werst, Secretary Ext. 5214

Heather Bomba, Counselor Ext. 5517
Gloria Bombara Laux, Counselor Ext. 5220
Vicky Cunningham, Counselor Ext. 5232
Jeffrey Sudol, Counselor Ext. 5238
Heather Wawrzeniak, Counselor Ext. 5234
Chrisanne Daerr, Counseling Secretary Ext. 5403
Kathy Peelor, Counseling Secretary Ext. 5213

Peters Township Middle School

(Grades 7-8)

625 East McMurray Road
McMurray, PA 15317
724-941-2688
724-941-1426 (Fax)

Dr. Robert Freado , Principal	Ext. 4240
Fran Lund , Secretary	Ext. 4242
Mr. Michael Henaghan , Asst. Principal	Ext. 4241
Lisa Bobrzynski , Secretary	Ext. 4243
Mary Beth Kenny , Counselor	Ext. 4245
Bianca Barnabei , Counselor	Ext. 4246
Tina Cramer , Secretary	Ext. 4247

McMurray Elementary

(Grade 4-6)

626 East McMurray Road
McMurray, PA 15317
724-941-5020
724-941-2769 (Fax)

Mr. Blair Stoehr , Principal	Ext. 3005
Mr. Greg Marquis , Asst. Principal	Ext. 3004
Pat Buck , Principal's Secretary	Ext. 3001
Stephanie Ali , Counselor	Ext. 3007
Brenda Cappy-Gruhn , Counselor	Ext. 3009

Pleasant Valley Elementary

(Grades K-3)

250 East McMurray Road
McMurray, PA 15317
724-941-6250
724-941-0708 (Fax)

Michael Fisher , Principal	Ext. 1111
Julie Swiatek , Principal's Secretary	Ext. 1110
Colleen Rooney , Counselor	Ext. 1415

Bower Hill Elementary

(Grades K-3)

424 Bower Hill Road
Venetia, PA 15367
724-941-0913
724-941-0918 (Fax)

Kelly Gustafson , Principal	Ext. 2401
Lorraine Ondick , Secretary	Ext. 2400
Christopher Shute , Asst. Principal	Ext. 2402
Linda Narus , Secretary	Ext. 2406
Fred Traumuller , Counselor	Ext. 2127

SCHOOL FACILITY USE GUIDELINES

When community members or clubs wish to use a district building or facility, they must follow set procedures to ensure maximum benefit to all involved.

REGULATIONS:

- Facilities are available to the community only after school needs are met.
- The group procuring the building use permit is responsible for verifying their event on the requested building's calendar 24 hours before the event.
- All groups using the facilities are responsible for pre, during and post event supervision of the activity being conducted.
- Usage permits may be cancelled if privileges or properties are being abused.
- All requests for District facilities must be done online via the Facilities Direct System.
- An initial request form must be obtained upon initial request to obtain an access code for the online system. Completed forms must be sent to the Athletic Office at Peters Township High School.
- The district reserves the right to refuse any function, club, or activity.

Groups who wish to use the district's facilities should log onto the district web site at www.ptsd.k12.pa.us and review the Use of School Facilities Policy #1330. Facility use forms are available at building offices.

A "Use of Facilities Procedure" link can be found on the District website with complete instructions and forms.