

Bensalem Township School District



Information Kit 2016 ~ 2017



Bensalem Schools...
Providing A First Class Education For The Whole Child

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BENSALEM TOWNSHIP SCHOOL DISTRICT



Mission Statement

Striving to be the premier educational institution in Bucks County, we will provide a first class education for the whole child that challenges and supports each student to discover a passion for learning while designing and achieving a personal vision of success.

Shared Values

- Each child has unique learning needs.
- All students can learn and be successful.
- Success in school can be defined in multiple ways.
- Our success requires the collaborative support of the entire community.
- Each member of our school community deserves mutual respect in a safe and healthy environment.
- While the District maintains fiscal responsibility, decisions should be driven by students' needs and interests.

Vision Statement

The Bensalem Township School District has experienced many changes in its history. It has evolved from a “one room schoolhouse” community, to an escape from areas of urbanization, to the “metro suburban” township it is today, a township rich with all the trappings and amenities of a big city. Throughout these changes, the school district has remained mindful of its roots as a community of friends organized around the concept of a “good peace.” Now the school district celebrates and strives to meet the challenges of a diverse and changing community. We are committed to serving a student population rich with a diversity of socioeconomic background, ethnicity, race, religion and educational ability. We work in consort with numerous community service organizations to create and sustain an environment that supports educational excellence for each individual student. We strive to be the premier educational institution in Bucks County, a school system that is a beacon for families that settle in the greater Philadelphia area and a work place that is the employment goal of teachers and support staff throughout Bucks County. We seek to ensure that each student has the explicit opportunity to discover a passion for learning and achievement that enhances the child’s future aspirations and values. We build an educational environment that ensures that each child is safe, engaged, healthy, supported and challenged. In order to meet the needs of the whole child, we require skilled and compassionate leaders; knowledgeable, creative and dedicated faculty and staff; proud and involved parents and stakeholders; and a spirit of innovation and perseverance. Through continuous reflection and renewal, innovative programs, comprehensive professional development, and active community involvement and coordination, we will achieve our vision for the Bensalem Township School District.

Goals

Goal #1 – Equity and Excellence - Close the Achievement and Access Gaps

Strategies/Actions:

- Develop common assessments in all core academic areas that are aligned to the PA Core Standards
- Develop a tiered system of academic and behavioral intervention for grades K-8
- Conduct a K-12 curriculum audit to identify gaps in standards alignment

Goal #2 – Communication and Engagement

Strategies/Actions:

- Promote strong relationships between the schools and community
- Continue to support and develop School-Wide Positive Behavior Support (SWBPS) and Restorative Practices and other best practices
- Develop relevant parental engagement and education programs for grades K-12
- Enhance and expand social skills, preventions and anti-bullying curricula K-12
- Use school communication systems (newsletters, e-mail blasts, website) to educate parents on the social and problem solving skill-building programs addressed in schools
- Expand use of social media including Twitter, Facebook, etc.
- Enhance district website to include a search feature, the new e-School Home Access Center district-wide, and mobile device website applications
- Increase accessibility of district communications to speakers of other languages
- Improve parental involvement in all schools through district-wide scheduling and announcement of all parent involvement opportunities via the website calendar and news links
- Increase use of global communication systems for non-emergency and emergency announcements

Goal #3 – Systems and Procedures

Strategies/Actions:

1. Management

- Intentional multi-year planning
- Set and follow Organizational Structure
- Follow best practices for hiring and managing staff
- Increase Professional development at all levels

2. Accountability

- Hold administrators responsible
- Communicate the desired measurable goals based on data, and budget appropriately

3. Consistency

- Follow procedures established in the plan at each level
- Hold quarterly status meetings to ensure short and long term goals are met

QUESTIONS & ANSWERS

What is the best way parents can keep informed of school activities?

The best way is to review the School District's Calendar/Parent Information Guide and the Student/Parent Handbook. Another way is to visit our website at www.bensalemsd.org; watch Comcast Cable Channel 28/Verizon FiOS Channel 32; or call the School District's Informa-Line at 215-750-2800, Option #6.

Which students are provided transportation to and from school?

Currently, the School District transports kindergarten and first grade pupils who live more than 3/4 of a mile from school, second grade through eighth grade students who live more than 1-1/2 miles from school and high school pupils who live more than 2 miles from school. In addition, students are transported who would otherwise have to traverse a state-certified hazardous route.

How are school crossing guards assigned?

The placement of crossing guards is determined by the Bensalem Council through the Bensalem Police Department. The cost of crossing guards is shared by the School District and Township.

Do the Bensalem Schools have special programs for gifted or exceptional students?

Yes, programs for all exceptional students are available through our School District or Intermediate Unit (County system of support services). Brochures describing these programs are available in each building.

What are the current contractual class size limits?

Kindergarten	-	25 pupils
Grades 1 through 3	-	29 pupils
Grades 4 and 5	-	32 pupils
Grades 6 through 12	-	33 pupils

The District has taken measures to reduce class size in the primary grades (K-2) below these maximums. Efforts to implement a balanced literacy approach, while providing instruction for students in need of special education supports in the least restrictive setting, create a need to reduce class size, in particular, at the elementary level.

What co-curricular activities are offered?

In the secondary schools, intramural and interscholastic sports are combined with activities such as Chorus; Orchestra; Concert Band; Marching Band; Jazz Band; Indoor Color Guard; Indoor Drum Line; Anime Club; Bible Club; Cheerleading; Chess Club; Community Service Club; Debate Team; Drama Club; FBLA; Gay-Straight Alliance; JROTC; Literary Magazine; Mathletes; Mock Trial Team; Model UN; Multi-Cultural Club; National Honor Society; Newspaper; Owls Television Network (OTN); PJAS; Reading Olympics; Scholar's Bowl; Science Olympiad; Sign Language Club; Student Government; Varsity Club; and Yearbook.

Continued

How can I learn more about the curriculum areas addressed in my child's educational program and how are the students prepared for the PSSA?

The curriculum utilized in various subject areas and grade levels throughout the district is aligned to the Pennsylvania State Standards for each subject area. All subject area Standards are available to read through the Pennsylvania Department of Education web site at www.pde.state.pa.us. The PSSA is an assessment that measures a child's attainment of Standards up to the various grade levels where the PSSA is administered. However, attainment of grade level benchmarks for each Standard is addressed for each student beginning in Kindergarten and continuing throughout the grades. If you would like to schedule a time to review district curriculum documents, you may make an appointment with the principal of your child's school or the district's Director of Curriculum and Instruction.

When I receive a call from my child's school and am asked to return the call, can I call back using my caller ID?

No. You must call 215-750-2800 and use the correct extension. Belmont Hills – Ext. 1100; Cornwells – Ext. 1200; Samuel K. Faust – Ext. 1300; Benjamin Rush – Ext. 1400; Russell C. Struble – Ext. 1500; Valley – Ext. 1600; Robert K. Shafer – Ext. 2200; Cecelia Snyder – Ext. 2300. For Bensalem High School, follow the prompts to reach the correct grade level office. The lines used to make calls out of each school are shared lines used by the phone switch only to make outgoing calls. They are not used to receive calls.

Will my child have use of the internet?

Yes. Each student handbook has a sign off for many school functions and permissions. Signing the form that is included allows the student to use the internet. The district uses Total Traffic Control to filter out inappropriate sites for instructional use. It also tracks and records sites that students attempt to access. If you do not want your child to use the internet, you may notify the school in writing and we will block all internet use for your child.

Can my child bring CD's/flash drives, games and programs into school for use on school computers?

Students may bring documents on CD's/flash drives into school. When the CD/flash drive is accessed it will be checked for viruses. Students may not bring games and programs into school for use on school computers.

Can my child bring a cell phone to school?

Elementary and Middle School students are not permitted to use cell phones during the school day. If a phone is brought to school, it must be turned off and kept in the student's school bag/backpack. Principals will hold phones in the office until the end of the school day when students do not comply.

High School students are permitted to have and use cell phones during the school day in designated areas and at the direction of their teachers. Please refer to School Board Policy #237 and the Student/Parent Handbook for more information.

Superkids Program

The Superkids Program by the Zaner-Bloser is a K-2 comprehensive reading program that was implemented in September 2013 in all kindergarten, first, and second grade classrooms. The program simultaneously integrates instruction in comprehension, vocabulary, and fluency. It also develops students' skills in writing, spelling, grammar, usage, and mechanics. As a result, Superkids produces students who can read fluently and spell accurately, readers who can comprehend an author's ideas, and writers who can express their own ideas with confidence and precision. The students also love following the adventures of the Superkids as they progress through the program.

INFORMATION CENTER

Visit us at our home on the internet
www.bensalemsd.org



**Watch Comcast Cable Channel 28 or
Verizon FiOS Channel 32
for School Information**



INFORMA-LINE

215-750-2800

Option #6

For 24 Hour Bensalem School District Information,
Call the "INFORMA-LINE" for daily information concerning:

School Closing

School Board Meetings

Daily Menu

High School Sports Schedule

Other information relevant to both students and residents

BOARD OF SCHOOL DIRECTORS AND SCHOOL BOARD MEETINGS

Board of School Directors

The School Board is composed of nine unpaid members who create policy and conduct the business of the school district according to the laws of the state and the Department of Education. Each year, a non-voting secretary and treasurer are appointed by the board.

School Board members are elected from the school district at large. Regular elections are held on Election Day in November. The term of office is four years. To vote, a resident must be registered before the election date. Local papers carry the dates, times and locations of registrations.

The Board is a policy-making body whose authority is derived from state law. The school system is managed by the administration which works within the limits of adopted School Board Policy.

Members	Term Expires
Kim J. Rivera, President	2017
Pamela Strange, Vice-President	2019
Marc Cohen	2019
Rev. Jason B. Harris	2017
Kathleen Lesnevec	2019
Wayne Lewis	2017
Heather D. Nicholas	2019
Ankit Parikh	2017
Anand Patel	2019

Non-Voting Members

Dr. Samuel Lee	District Superintendent
Susan M. Harder	Secretary
Michael G. Bevilacqua	Treasurer
Thomas J. Profy III, Esq.	Solicitor

School Board Meetings

Residents of Bensalem Township are invited to attend public school board meetings.

Board meetings are held in the Dorothy D. Call Administrative Center at 3000 Donallen Drive. Committee Meetings take place on the second Wednesday of the month at 6:00 p.m. The Board Action Meeting is held on the fourth Wednesday of each month beginning at 7:30 p.m.

When necessary, special board meetings are called to act on urgent business. When special meetings are called, proper notice is given to the newspaper and will also be on our website at www.bensalemsd.org, on Comcast Cable Channel 28, Verizon FiOS 32, and on the Informa-Line at 215-750-2800, Option #6.

SPECIAL EDUCATION

Confidentiality

All information gathered about your child is subject to the confidentiality provisions contained in state and federal law (FERPA). The district has policies and procedures in effect governing the collection, maintenance, destruction and disclosure to third parties of this information. These requirements are delineated in School Board Policy #216.

Special Education

In compliance with state and federal law, the Bensalem Township School District conducts ongoing Child Find activities for the purpose of identifying students who may be in need of special education and/or related services.

The Bensalem Township School District provides a continuum of services to support eligible students in their educational program from K - 12. Students may receive services ranging from supplemental aids and services in a general education class to a full time replacement program provided in a special education setting by a certified special education teacher.

Appropriate services and programs are provided for children who have a disability and are determined to need specially designed instruction based on the following Pennsylvania Chapter 14 eligibility categories:

- Autism
- Emotional Disturbance
- Traumatic Brain Injury
- Deafness/Hearing Impairment
- Specific Learning Disability
- Intellectual Disability
- Multiple Disabilities
- Other Health Impairment
- Orthopedic Impairment
- Speech & Language Impairment
- Blindness/Visual Impairment
- Deaf-Blindness

If your child is determined to be eligible for such services, you will be notified of the need to develop an Individual Educational Program (IEP) and the related procedures.

If you feel your child may be in need of special education services, please contact your child's school guidance counselor or the special education office to discuss your concerns and the evaluation process.

Chapter 15 – Protected Handicapped Students

In compliance with state and federal law, the Bensalem Township School District will provide those related aids, services and/or accommodations that are needed so that each protected handicapped student has an 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 needs. These related aids, services or accommodations will be provided without discrimination or cost to the student or family. To qualify as a protected handicapped student, the child must be of school age with a physical or mental disability that substantially limits a major life activity or prohibits participation in or access to an aspect of the school program.

For further information regarding the evaluation process and provision of services under a 504 Service Plan, contact your building principal or school guidance counselor.

Continued

Programs for Gifted Students

The Bensalem Township School District offers both horizontal enrichment and vertical acceleration programs to eligible gifted students. Programs include the elementary Special Interest Program (SIP), middle school Math/Science Program, and the middle and high school Humanities Program.

For additional information, please contact your child's school guidance counselor or the special education office to discuss your concerns and the evaluation process.

Early Intervention Programs

The Bucks County Intermediate Unit (BCIU) offers Early Intervention (EI) Programs to eligible students prior to their becoming school age. Contact the BCIU at 215-757-0227, Ext. 1711, 1716, and 1717.

Usually starting in December, the district coordinates with parents and the BCIU staff to help determine the needs of students transitioning from EI to school-age programs.

Title I Program

Title I is a federally funded supplemental education program that provides additional support for qualifying students in reading and/or math. These services are available based upon socio-economic conditions of individual schools which can vary from year to year. The Title I program is designed to enable students to meet the state content and performance standards.

Grade Acceleration

School Board Policy #215.1 provides a procedure for parents to follow concerning the possible grade level acceleration of their children.

Contact your child's guidance counselor or principal for additional information.

BC:ssp
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PUPIL RECORDS

School Board policies and administrative procedures conform with state and federal government regulations on pupil records.

Results of the District's standardized testing programs and the scores received from academic aptitude tests voluntarily taken by students are maintained in a pupil's record file in the building the student is currently attending. The record also contains grades received, academic work completed and attendance information. (Dates of all standardized tests are included in the calendar section of this year's Calendar/Parent Handbook.)

Confidential records for students who need specially designed instruction are maintained in the District Special Education Office according to the provisions set forth in PA Code 22 Chapter 14 (Special Education Students) and Chapter 16 (Gifted Students). These records include psycho-educational, psychiatric evaluations and individualized education plans (IEP and GIEP) completed through the Special Education Office.

If a child transfers to another school system, the academic and health records will be forwarded to the new school upon receipt of a request for written records release form from the receiving school.

No individual or agency outside those listed in School Board Policy #216 (copies may be reviewed in the District Office) shall be permitted to inspect a student's school record without a parent's written permission.

Certain "directory information" including: student's name, address, date and place of birth, photographs, major field of study, participation in recognized activities and sports, weight and height of members of athletic teams, dates of attendance, last grade completed and awards received may be released without parental permission. Parents do, however, have the right to refuse to permit release of any or all categories of directory information if they advise their building principal in writing by September 30 of each school year.

Parents may inspect their child's academic records by submitting a written request to their child's building principal. Review of the confidential file for exceptional students may be arranged by contacting the Director of Special Education. According to Board Policy, an appointment must be made within thirty (30) days.

Parents who wish to amend some information in their child's files may request the amendment to the building principal or the Director of Special Education who will respond within thirty days. If an amendment request is refused, parents have the right to a hearing conducted by the Superintendent. If the amendment is refused at the hearing, a parent has the right to place in his child's file a statement commenting on the disputed information.

Further information on pupil records may be obtained by reviewing School Board Policy #216 on our website at www.bensalemsd.org under "Our District."

GRADUATION/PROMOTION POLICY

Graduation and Promotion Policy (School Board Policy 217)

Graduation

For the current school year, the requirements for a Bensalem Township School District diploma are as follows:

Successful completion, as a regularly enrolled full-time student in the high school, of a specified number of credits as defined by Chapter 4 of the Pennsylvania Curriculum Regulations on Standards and Assessment. These credits will consist of:

Class of 2017	
English	4 credits
Social Studies	3 credits*
*One in World History, one in American History, and one in American Gov't	
Mathematics	4 credits*
*Including Algebra I and Geometry	
Science	3 credits*
*Including Biology	
Arts and/or Humanities	2 units*
*2 years of a World Language is recommended	
Wellness/Fitness	1 credit
Electives	9 credits
Financial Literacy	1 credit*
*Including Accounting I, Finance, or Financial Algebra	
TOTAL	27 credits

The student and/or his/her parent/guardian along with the school professional share the responsibility to see that he/she is properly scheduled for all courses necessary to complete minimal graduation requirements. Parents/guardians can monitor their child's progress through Home Access Center (HAC) to view report cards, grades, assignments, and scheduling information for students in grades 7-12.

Each candidate for graduation will be required to attain proficiency status on the Keystone Exams required for graduation. Students not meeting proficiency on the required Keystones can still graduate by meeting proficiency in (local) district assessments that are aligned with academic standards and state assessments or by completing a PDE-approved alternative project.

Special education students may also work toward graduation by meeting IEP goals established by the IEP team.

Continued

Promotion

At the elementary level, promotion issues are discussed as a team of appropriate staff and parents, with principals making the final decision based on the success of interventions attempted.

For the purposes of this section, at the high school level, all grade level completion is in accordance with the “approved program of study” to include special education procedures and guidelines and does not include a home education program.

- Promotion to grade 9: Successful completion of grade 8.
- Promotion to grade 10: Successful completion of 6 units of credit.
- Promotion to grade 11: Successful completion of 13 units of credit.
- Promotion to grade 12: Successful completion of 20 units of credit.

Only those students who have attained the credits to be on grade level will be permitted to participate in grade level activities such as proms, dances, senior trip, etc.

Students who fail a course may make up that course by attendance in:

- Approved summer school
- Approved evening school
- Re-enrollment in the course in the following school term
- Approved tutoring program
- Accredited correspondence school

Students and parents must contact the school counselor for further information and school approval.

Graduation Project (School Board Policy 217)

To graduate from Bensalem High School, all students must undertake and complete a graduation project that meets the requirements of the Pennsylvania Curriculum Regulations on Standards and Assessment, and Bensalem Township School District. According to Chapter 4, the State of Pennsylvania requires that the Class of 2003 and beyond “must complete a project in one or more areas of concentrated study under the guidance and direction of the high school staff.” The state also requires that each project be comprised of four components: written, research, technological and oral component. The purpose of this project is to assure that students are able to apply, analyze, synthesize and evaluate information and communicate significant knowledge and understanding.

STUDENT TESTING

STANDARDIZED TESTING PROGRAM

Assessment of student achievement and evaluation of current program offerings are extremely important functions that a school district performs. The Bensalem Township School District has scheduled a series of standardized tests to be administered annually to our students. This is intended to provide you with a summary of our testing program. For detailed school reports related to PSSA testing, visit our website, www.bensalemsd.org, click the "Our District" tab, click "District Report Cards," click www.paschoolperformance.org and choose the school you are interested in viewing.

THE PENNSYLVANIA ASSESSMENT (PSSA)

English Language Arts ~ Grades 3 - 8

Mathematics ~ Grades 3 - 8

Science ~ Grades 4 and 8

Pennsylvania regulations require statewide testing in reading, mathematics, science and writing. The data will be used to determine annual yearly progress studies for each student and will provide school districts with comparative information to assist with strategic plans.

KEYSTONE EXAMS

The Keystone Exams are state mandated end-of-course assessments designed to evaluate proficiency in academic content. Beginning with the Class of 2017, students must demonstrate proficiency on the Algebra 1, Literature and Biology Keystone Exams to graduate. Students will be offered multiple opportunities to take the keystones throughout their high school careers.

Beginning in 2012-2013 the Algebra I, Literature and Biology Keystone Exams replaced the 11th grade Pennsylvania System of School Assessment (PSSA) tests in mathematics, reading and science for purposes of satisfying No Child Left Behind (NCLB)/Adequate Yearly Progress (AYP) requirements.

PSAT/NMSQT

**Preliminary Scholastic Aptitude Tests
National Merit Scholarship Qualifying Tests**

Each fall the Preliminary Scholastic Aptitude Test/National Merit Scholarship Qualifying Test is offered to 9th, 10th, and 11th grade students. These tests provide an impartial evaluation of ability to do college level work. Furthermore, they serve as an estimate of performance on the SAT's.

The test provides the main route of entry into the National Merit Scholarship program, as it is the qualifying test. While this test will be taken by some 9th and 10th grade students as a "trial" run, only scores attained by 11th grade students can be used in the merit scholarship program.

Students interested in taking the PSAT/NMSQT should secure all necessary registration forms from the high school counseling office shortly after school begins in the fall.

SAT

Scholastic Aptitude Test

Administered periodically throughout the year and produced by the Educational Testing Service at Princeton, NJ, this test is used by many colleges and universities as a part of their admission criteria. The test is primarily taken by juniors and seniors. However, those seventh grade students qualifying for the Johns Hopkins Talent Search program also participate.

Students contemplating taking this test should check with their school counselor for testing dates and to secure the necessary application form or register online at www.collegeboard.com.

PARENT CONFERENCES

Elementary parent conferences are scheduled throughout the school year and parents are urged to attend the conferences. Secondary parents who wish to meet with their child's teacher should contact the school directly.

Much better than a report card, parent conferences add substance to student progress reports and build a better understanding between teacher and parent.

Some tips for parents for a successful parent-teacher conference include:

- Be prepared. Make a list of things you want to tell or ask the teacher. Items on the list may include homework policy, test results, and your child's attitude.
- If possible, leave your child and any brothers and/or sisters at home when you go to a parent-teacher conference. Before meeting with the teacher, ask your child if there is anything he or she would like you to discuss with the teacher.
- Be on time for your conference.
- Make note of the teacher's comments throughout the conference and review the key action points that will help you, as a parent, help your child.
- Discuss the results of your conference with your spouse so that you may both work together to help and praise your child.
- Talk with your child about the conference and stress the positive strong points brought out by the teacher. Also, discuss some possible suggestions for improvement and the setting of new goals.
- ***Remember, you*** can schedule a conference when you think one is needed by calling the teacher, guidance counselor, or principal.



PARENT GROUPS

A number of parent groups are organized in our school system to assist each school in many projects.

Some groups are called Parent Teacher Associations, while others use the title of Home and School Organization. No matter what they're called, they are all organized to help Bensalem children.

Each school in our system has a parent group. Bensalem High School also has a number of booster organizations to help the school in its many activities. Parents of Gifted Children can attend BADGE (Bensalem Association for the Development of Gifted Education) meetings. Parents of students in Title I schools may participate in Title I meetings and activities.

Ask your building principal how you can become an active member in your school's parent group.

VOLUNTEER...NOW IS THE TIME TO DO IT!

With your help, we can make the Bensalem Township School District even better than it is. You can share your warmth, time, and care with the students in our district.

Parents, senior citizens, college students, and many other residents give up a few hours a week to help meet the individual needs of our students. Volunteers read stories to children or listen to children read stories to them. They help us individualize instruction. Most children learn better when they receive special attention. Volunteers make more of that "special attention" happen.

What do volunteers do?

- Read stories to children or listen to children read stories to you.
- Help us individualize our instruction. Most children learn better when they receive special attention. Volunteers make more of that "special attention" happen.
- Volunteer today by contacting the building principal at the school of your choice.

Volunteer guidelines

Volunteers are asked to adhere to a number of guidelines, which include:

- Being dependable. Make every effort to be at your school at the assigned day and time. If you're sick or cannot make your assignment, please call your school.
- Remembering that the teacher or administrator is the professional educator and that you are both working to better your school's instructional program. Volunteers must display the willingness and ability to accept and follow directions and suggestions from our professional staff members.
- Demonstrating a concern for all children and a commitment to each child or individual.
- Following all school rules.

Volunteers, coaches, and chaperones having direct contact with students must have the following clearances: Pennsylvania Criminal History Reports (Act 34) and Child Abuse Clearance Statements (Act 151) background checks. The Federal Criminal History Records (FBI Fingerprint Clearance) is waived for volunteers as long as they have been a resident of Pennsylvania for more than 10 years. Additionally, all volunteers must sign a Volunteer Disclosure Statement. Check our website for updates. <http://www.bensalemsd.org/Domain/1326>

For State Police Criminal History Record, go to: <https://epatch.state.pa.us/>

For Child Abuse - Act 151 (Child Abuse) Background Check, go to:
<https://www.compass.state.pa.us/cwis/public/home>

Volunteer Disclosure Statement ~ <http://www.bensalemsd.org/Domain/1326>

Learn more about volunteering by contacting the building principal at the school of your choice or call the Office of School/Community Relations at 215-750-2800, ext. 4101.

BUILDING RENTALS

School facilities are available for use by Bensalem residents and community groups after school hours. The School Board urges the community to make use of such facilities as classrooms, gymnasiums, auditoriums, and conference rooms.

All rentals are processed through the Dorothy D. Call Administrative Center. For forms and copies of the rental policy, contact the Business Office at 215-750-2800, Ext. 4200. Permits for use of playing fields may also be obtained through the Business Office.

Residents who plan to use a school facility are urged to contact the Business Office at least six weeks before the planned activity.



ALL ABOUT RECREATION

The Bensalem Township Parks and Recreation Board offers a year-round recreation program for resident students and adults.

The Recreation Board is funded by the Township Supervisors. The School District partners with the Township to provide space for programs.

For information on specific programs, call 215-633-3614.

/ssp
1/2016

EMPLOYMENT OPPORTUNITIES

Bensalem Township School District is always looking for individuals to work as:

Substitute Licensed Practical Nurses
Substitute Nurse Assistants
Substitute Custodians
Substitute Van/Bus Drivers
Substitute Aides
Substitute Cafeteria Workers
Substitute Secretaries

If interested in providing “substitute” services in the District, please contact the Human Resources Department at 215-750-2800, Extension 4000.



NON-DISCRIMINATION STATEMENT

The Bensalem Township School District is an equal opportunity education facility and employer. It does not discriminate on the basis of race, color, age, creed, religion, gender, sexual orientation, ancestry, national origin, marital status, pregnancy, or handicap/disability. The following individuals have been designated to handle inquiries regarding non-discrimination policies: Director of Human Resources for employment-related discrimination matters and the Director of Special Education for student-related discrimination matters.

Additional information concerning non-discrimination may be obtained via the Office for Civil Rights (OCR) @ www.ed.gov. The address and phone number for the office that serves your specific area may be obtained at 1-800-421-3481.

In addition, it is the policy of the School District to provide an education and employment environment free from all forms of intimidation, abuse, hostility, offensive behavior, sexual harassment and unlawful discrimination. For questions or a copy of these policies and the complaint process, contact Mrs. Susan Harder at 215-750-2800, ext. 4100.

RJC:ssp
1/2016