

HUNTINGDON AREA SCHOOL DISTRICT

Administrative Offices



2400 Cassady Avenue, Suite 2, Huntingdon, PA 16652-2602



Phone (814) 643-4140 Fax (814) 643-6244

Fred E. Foster
Superintendent

Patricia A. Wargo, Ed.D
Director of Education

Robin Whitsel
Director of Student Services

Dear Employee:

On December 12, 2014, the Pennsylvania General Assembly amended the Child Protective Services Law (CPSL) through the passage of Act 153. Significant amendments were made regarding criminal background checks (PA State Police and FBI Reports) and child abuse clearances (Child Abuse History Clearance) for all current employees, independent contractors and volunteers

Effective December 31, 2014, new clearances must be obtained every 36 months. Timelines for renewing clearances are based upon the date of issuance for each individual clearance, and must be renewed before the respective anniversary date.

Based upon the requirements of Act 153 of 2014, we have categorized our current staff into two (2) separate groups:

1. Current employees with clearances issued prior to December 31, 2011. You need to process all three (3) clearances now in order to be in compliance with the 36 month renewal requirement. Updated clearances must be submitted to the Administrative Office by December 31, 2015.
2. Current employees with clearances issued after December 31, 2011. You need to review each of your clearances and ensure you renew in accordance with the new mandate of a 36 month renewal cycle (you must renew prior to the clearance expiration).

All three (3) clearance applications can be accessed on our District Website click on District Info and scroll down to Careers on the left side of the screen. If you do not have internet access, you may pick up clearance applications at the Administrative Office from the Superintendent's Secretary, Janet Shaffer.

For your convenience, we will have several computers available in the Administrative Office Board Room for use in updating the necessary clearances with Janet Shaffer available for assistance and questions. Computers will be available by appointment on June 1, 2 and 3 from 1 p.m. until 3:30 p.m. and June 4, 5, 8, 9, 10 and 11 from 9 a.m. until 11 a.m. and 2 p.m. until 3:30 p.m. Please contact Janet Shaffer at 641-2106 or jshaffer@huntsd.org to set up an appointment to utilize one of these computers to update your clearances.

Once you have obtained your updated clearances, please take the originals for processing to Janet Shaffer, Superintendent's Secretary in the Administrative Office. We are required by law to see the originals; a copy will be made for your official Personnel File and you will receive the originals back in order for you to maintain and monitor.

We appreciate your cooperation and assistance in meeting Act 153's requirements. We thank you for your continued efforts to provide a safe, secure and nurturing environment for our students so that they may Achieve, Aspire, Succeed and Dream!

Sincerely,

A handwritten signature in black ink, appearing to read "Fred E. Foster". The signature is written in a cursive, flowing style.

Fred E. Foster
Superintendent

Note: Act 153 requires you to renew your clearances on an ongoing basis every 36 months; it is your responsibility to monitor the anniversary dates on your clearances and your obligation to pay the government mandated fees in order to process them. Please be advised that failure to maintain compliance with this statute could result in disciplinary action or your inability to remain in an active employee status.