ATTACHMENT #2 - July 20, 2021





BookPolicy ManualSection800 OperationsTitleElectronic Signatures/RecordsCode800.1

Status Review

Purpose

Under certain conditions, electronic records and signatures satisfy the requirements of a manual record and/or signature when transacting business. The Board recognizes that the effectiveness of electronic records and signatures depends upon the authenticity and reliability of the signatures and the context in which the electronic records are created, transferred and stored. Therefore, the Board adopts this policy to allow for the use of and acceptance of electronic records and signatures and to establish the guidelines under which electronic signatures may be utilized by the district.[1]

<u>Authority</u>

The Board authorizes the use of electronic signatures in place of manual signatures to conduct district business unless a manual signature is required by law or regulations. Electronic signatures shall have the full force and effect of a manual signature when used in accordance with this policy and applicable law and regulations. [1]

Electronic records filed with or issued by the district shall have the full force and effect of paper records when the requirements of this policy and applicable law and regulations are satisfied. [2][3][4]

This policy applies to the use of electronic records and signatures when permitted or required in connection with district programs and operations.

Definitions

Electronic record – any record created, generated, sent, communicated, received, or stored by electronic means.[4][5][6]

Electronic signature – an electronic sound, symbol or process attached to or logically associated with a record and executed or adopted by a person with the intent to sign the record. More simply, it is a paperless means of committing to a contract or other document in a manner that indicates the signer's intent to bind themselves and/or the district. [5][6]

Delegation of Responsibility

The Superintendent or designee shall develop administrative regulations to direct staff on the parameters for authorized use of electronic signatures related to district programs and operations.

Guidelines

Electronic Recordkeeping

The maintenance of electronic records and signatures by the district shall comply with the electronic recordkeeping requirements of state and federal laws and regulations and the district's Records Management Plan.[4][7]

Electronic records created or received by the district shall be appropriately attributed to the individual(s) responsible for their creation, authorization and/or approval.

The district may specify the type of electronic signature required on an electronic record, the manner and format in which the electronic signature must be affixed to the electronic record, and the criteria that must be met when an individual uses a third party to file a document if electronic records must be signed by electronic means.[8]

The district shall implement and maintain electronic recordkeeping systems to securely receive, store, and reproduce electronic records and signatures relating to transactions in their original form.[6][9][10]

Such a system shall allow the district to implement:

- 1. A security procedure for the purposes of verifying that an electronic signature is that of a specific person or for detecting changes or errors in the information in an electronic record.
- 2. Appropriate control processes and procedures to ensure adequate preservation, disposition, integrity, security, confidentiality and auditability of electronic records.[8]
- 3. A consistent manner and format in which the electronic records must be created, generated, sent, communicated, received and stored. [8]

Electronic Signatures

An electronic signature may be used if the law requires a signature unless there is a specific law, regulation, or order that requires records to be manually signed. The issuance and/or acceptance of an electronic signature by the district shall be permitted in accordance with the provisions of this policy and all applicable state and federal laws and regulations. Such electronic signature shall have the full force and effect of a manual signature only if the electronic signature satisfies all of the following requirements: [1][2][11][12]

- 1. The signing employee is authorized to manually sign the document on behalf of the district.
- 2. The electronic signature identifies the individual signing the document by their name and position.
- 3. The individual signing with an electronic signature has signed a statement of exclusive use.
- 4. The identity of the individual signing with an electronic signature is capable of being validated through the use of an audit trail.
- 5. The electronic signature and the document to which it is affixed cannot be altered once the electronic signature has been applied.
- 6. The electronic signature conforms to all other provisions of this policy.

The district shall maintain a secure log of each employee authorized to utilize an electronic signature in connection with district business.[4]

{ } along with a copy of their unique electronic signature.

This policy does not require a specific method for executing an electronic signature. The employee signing a particular document is responsible for verifying that the method chosen is appropriate for the nature of the transaction. Employees must consider confidentiality, authentication of signatures, and verification that the document signed is, in all respects, identical to the one to which the signer intends to bind the district.

Any electronic signature that appears to be forged, altered, or otherwise not authentic, or that is not compliant with law or regulation, this policy or related administrative regulation, is not a valid signature. Should an electronic signature be deemed invalid, the Superintendent or designee may require a manual signature.

All other policies that apply to the execution of contracts or other documents on behalf of the district remain in full force and effect.

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Legal

- 1. 73 P.S. 2260.101 et seq
- 2. 15 U.S.C. 7001 et seq
- 3. 73 P.S. 2260.301 et seq
- 4. Pol. 800
- 5. 15 U.S.C. 7006
- 6. 73 P.S. 2260.103
- 7. Pol. 815
- 8. 73 P.S. 2260.502
- 9. 73 P.S. 2260.305
- 10. 73 P.S. 2260.306
- 11. 21 P.S. 483.1 et seq
- 12. Pol. 716





BookPolicy ManualSection800 OperationsTitleDistrict Social MediaCode816StatusReview

<u>Purpose</u>

The purpose of this policy is to establish the process and standards for approval and operation of district-owned social media accounts, and to identify the differences between personally owned social media accounts and those maintained by the district.

Definitions

Social media - a category of Internet-based resources that integrate user-generated content and user participation to share information, ideas, personal messages and other content, including photos and videos. Social media includes **social networks**, which are online platforms where users can create profiles, share information and personal messages, and connect with others.

District-owned social media account - a social media account, regardless of platform, that is approved by the Board and operated by a designated district employee(s), and is designed to further the educational mission of the district by providing information to the school community and general public.

Personal social media account - a social media account, regardless of platform, that is attributed to and operated by an employee, individual school director or student for personal use and is not approved by the Board as an official communications channel of the district.

[Choose this option if district establishes one or more social media accounts as a designated public forum and allows comments on posts]

W Designated public forum - created when a district-owned social media account is intentionally opened for use by the public as a place for expressive activity where members of the public may communicate, post or comment on information, subject to viewpoint neutral rules designated by the Board. In terms of social media, this would include the ability of public users to comment on or reply to social media posts, pictures, or videos.

[Choose this option if district establishes social media accounts as a nonpublic public forum which disables the ability to comment on posts for one or more accounts]

Nonpublic forum – created when a district-owned social media account enables members of the public to read and receive district information, but the district has not designated opportunity for expressive activity by the public, and no commenting or posting of information by members of the public is permitted. In terms of social media, the ability to comment, post or reply is disabled on the district's account for public users.

<u>Authority</u>

The Board shall approve all official social media accounts created and/or maintained as district-owned accounts. [1]

𝚯 including social media accounts for individual schools within the district.

All district-owned social media accounts shall display the official name and

{ } logo

{ } seal

{ } mascot

of the district.

(X) or the individual district school and the athletic account.

[Choose one or both of the appropriate options on forum, in consultation with school solicitor - the district may designate on the platform which forum type is applicable for the account]

W The Board establishes that district-owned social media accounts may operate as a **designated public forum**, where the public may comment and interact with information posted by the district, subject to the Board's established rules.

₩ The Board establishes district-owned social media accounts as a **nonpublic forum** and directs school staff to disable functions allowing public users to comment or post information on district-owned social media accounts.

[Choose this option and the listing if the district establishes one or more accounts as a designated public forum]

₩ The Board approves the following rules for public interaction with district-owned social media accounts and directs staff to post this information on the district website and all social media accounts:

The district encourages community members to respond to posts and share comments that are constructive and courteous toward the school community. Statements and opinions expressed by visitors to the account do not reflect the opinions of the district. Questions regarding information should be directed to the building principal or to the Superintendent's office for district-wide information. The district shall review comments and may remove comments which:

- 1. Are profane, vulgar, harmful to minors or obscene, in accordance with Board policy.[2]
- 2. Contain threats or contain personal attacks on individuals in the school community.
- 3. Promote, suggest or encourage illegal activity or incite violence.
- 4. Promote or endorse commercial products, services or businesses.[3]
- 5. Contain confidential information.
- 6. Contain false or libelous statements.
- 7. Contain hate speech directed at a protected class of individuals, in accordance with Board policy on discrimination and harassment.[4][5]
- 8. Are spamming in nature (same comment posted repeatedly).

Delegation of Responsibility

The Board designates the

 \mathbb{X} Superintendent or designee,

𝚯 Communications Director, and

₭ Director of Technology

{ } Other _____

to oversee all district-owned social media accounts and serve as the primary contact person for districtowned social media accounts.

The Superintendent or designee shall notify students and staff about this policy through employee and student handbooks, posting on the district website and by other appropriate methods.

All district staff assigned to monitor and maintain district-owned social media accounts shall receive training on:

- 1. Regularly reviewing district-owned social media accounts, in coordination with the district's chief communications representative, to update, remove and/or correct information.[6]
- 2. Complying with confidentiality provisions of student and staff information, in accordance with applicable law, regulations and Board policy and administrative regulations.[7][8]
- 3. Monitoring content for confidentiality and intellectual property violations, documenting potential violations, and notifying appropriate district staff to consider further action.[7][8][9]
- 4. Monitoring content for web accessibility standards and responding to public requests for accommodations.[2][4][5]

[Choose this option if the district establishes a designated public forum]

5. **W** Monitoring public comments and responding, where appropriate, with clarification or redirection to additional information.

[Choose this option if the district establishes a designated public forum]

6. (X) Monitoring public comments according to the Board's established rules, documenting potential violations, and notifying appropriate district staff to consider further action. Staff shall be provided training to assess comments in a viewpoint neutral manner, based on the Board's approved rules, regardless of the specific subject matter of comments.

[Choose this option if the district establishes a designated public forum]

★ The Board authorizes designated district staff maintaining district-owned social media accounts to remove individual posts or comments by public users that violate the established social media rules of this policy. The Board directs that review and consideration of posts or comments shall not discriminate on the basis of content or viewpoint, and staff must always be able to articulate the reason for removing a specific post, in accordance with Board policy. Staff may consult with the Superintendent or designee and the school solicitor in determining appropriate actions. Posts and comments may not be removed solely because they are critical of the district or district leadership, because they promote an unpopular opinion, or because of their viewpoint if the post or comment otherwise complies with the established social media rules.

[Choose this option if the district establishes a designated public forum]

{ } Designated district staff may not block users from accessing or commenting on district-owned social media accounts unless the outside account is identified as a security or system threat or spam account. Staff may consult with the Superintendent or designee and the school solicitor in determining appropriate actions.

Guidelines

Posting of Personally Identifiable Information

The Board authorizes posting of student images in photos or videos depicting the educational process or school-related events on district-owned social media accounts, unless the students' parents/guardians have opted out of sharing directory information under the Family Educational Rights and Privacy Act and Board policy.[7][8][10][11]

{ } or have declined to sign and return the district's notice of photography permission form.

The Board prohibits posting of other personally identifiable information of students on district-owned social media accounts without the consent of the parent/guardian, in accordance with applicable law, regulations and Board policy and administrative regulations.[7][8]

The Board prohibits posting of staff images in photos or videos when a staff member has submitted a request to the Superintendent or designee that their image not be posted publicly online.

★ The Board directs district staff to post images and information to social media accounts in a manner that protects the safety and security of students and staff, such as posting images without identification.

<u>Accessibility</u>

The Board directs district staff who maintain district-owned social media accounts to post content that is accessible to individuals with disabilities, to the greatest extent possible based on the limitations of the platform. This shall include, but is not limited to:[4][5][12][13][14][15]

- 1. Including alternate text descriptions or captions for images.
- 2. Including captions for video content.
- 3. Avoiding text that is posted as an image.
- 4. Creating links and attachments in formats that are accessible to screen readers and other assistive technology.
- 5. Formatting text so that it is accessible to screen readers and other assistive technology.

All district-owned social media accounts shall contain clear contact information that may be used by members of the public to request accommodations or assistance.

Intellectual Property Rights

The illegal use of copyrighted, branded or trademarked materials or trade secrets is prohibited on district-owned social media accounts. All content shall be subject to copyright fair use guidelines and applicable laws, regulations and Board policy and administrative regulations.[9]

Connecting with Other Social Media Accounts

Content or information posted to district-owned social media accounts shall not be connected to other social media accounts through linking or tagging if the outside account is for a commercial application, product or service and the district or its employees would receive financial or other compensation as a result of the connection.

{ } When an official Board-approved corporate sponsorship or partnership includes connecting with the sponsor on district-owned social media accounts through linking or tagging, such connections shall be addressed in accordance with the provisions of the approved contract or partnership.

District-owned social media accounts shall not be connected to social media accounts of individual students through linking or tagging.

{ } District-owned social media accounts may be connected through linking or tagging to social media accounts of parent-teacher organizations, district-related booster organizations or similar school-related groups when the content or information has been reviewed and approved by the district's chief communications representative.

Personal Social Media Accounts

The district shall not authorize, endorse or participate in posting on private social media accounts of individual school directors or school employees.

School directors and employees are strongly encouraged to use privacy settings on social media accounts and to clearly identify that it is their personal social media account and that it does not officially represent the Board or district.

In accordance with Board policy establishing professional boundaries, school employees should only communicate with students through district-provided communication devices or platforms, and shall not follow, accept or make requests to connect or be friends with current students on personal social networking or social media platforms.[16]

The district respects employees' freedom of expression. The district does not actively monitor personal social media accounts of current school employees; however, the district reserves the right to address employees' job-related speech or employee speech posted on social media that has the potential to affect the district's operations. Speech that takes place off-site and on an employee's own time, including posting on personal social media accounts, may be addressed if the district establishes that the employee's expression infringed on the interests of the district in promoting the efficient and effective functioning and educational purpose of the district. If employee speech or expression would violate law or Board policy in a traditional forum, it is also prohibited in an online forum. When an employee speaks as a citizen on a matter of public concern, the district shall consult with the school solicitor in determining the appropriate course of action, in accordance with applicable law, regulations and Board policy.[17][18][19][20][21][22]

Student use of personal social media accounts shall be addressed in accordance with applicable Board policies and administrative regulations related to student conduct, expression and students' individual rights and responsibilities. In accordance with Board policy, the district shall provide education on network etiquette and appropriate online behavior for students, including interaction with other individuals on social networking websites and in chat rooms, and cyberbullying awareness and response. [2][4][23][24][25][26][27][28]

Consequences

A district employee who violates this policy may be subject to disciplinary action, up to and including termination, in accordance with applicable law, regulations and Board policy and administrative regulations.[16][21][29]

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Legal

1. 24 P.S. 510

- 2. Pol. 815
- 3. Pol. 913
- 4. Pol. 103
- 5. Pol. 104
- 6. Pol. 911
- 7. Pol. 113.4
- 8. Pol. 216
- 9. Pol. 814
- 10. 20 U.S.C. 1232g
- 11. 34 CFR Part 99
- 12. 42 U.S.C. 12101 et seq
- 13. 29 U.S.C. 794
- 14. 28 CFR 35.160
- 15. Pol. 103.1
- 16. Pol. 824
- 17. 24 P.S. 1122
- 18. 24 P.S. 2070.1a et seq
- 19. 22 PA Code 235.1 et seq
- 20. U.S. Const. Amend. I
- 21. Pol. 317
- 22. Pol. 320
- 23. 24 P.S. 1303.1-A
- 24. 47 U.S.C. 254
- 25. Pol. 218
- 26. Pol. 220
- 27. Pol. 235
- 28. Pol. 249
- 29. Pol. 317.1

Knight First Amendment Inst. at Columbia Univ. v. Trump, 928 F.3d 226 (2d Cir. 2019)

- Davison v. Randall, 912 F.3d 666 (4th Cir. 2019)
- Garcetti v. Ceballos, 547 U.S. 410 (2006)

Mike Campbell v. Cheri Toalson Reish, 986 F.3d 822 (8th Cir. 2021)

Pickering v. Board of Education, 391 U.S. 563 (1968)

Connick v. Myers, 461 U.S. 138 (1983)

Rankin v. McPherson, 483 U.S. 378 (1988)

Pol. 801



UPDATED

BookPolicy ManualSection900 CommunityTitleVolunteersCode916StatusReview

<u>Purpose</u>

The Board supports and encourages the participation of parents/guardians and community residents to enhance the educational, cocurricular and extracurricular programs of the district.

<u>Authority</u>

The Board may adopt and enforce reasonable rules and regulations governing volunteers and their participation in the activities of the district. [1]

The Board prohibits discrimination on the basis of race, color, marital status, creed, religion, ancestry, handicap/disability, age, sex, sexual orientation or national origin in the school environment and all district programs for volunteers.[2][3][4][5][6]

The Board directs that all volunteers shall be informed of conduct that is prohibited and the disciplinary actions that may be applied for violation of Board policies, administrative regulations, rules and procedures.[1]

All volunteers shall be expected to maintain professional, moral and ethical relationships with district students that are conducive to an effective, safe learning environment.[7]

Definitions

The following words and phrases, when used in this policy, shall have the meaning given to them in this section:

Adult - an individual eighteen (18) years of age or older.[8]

Certifications - refers to the child abuse history clearance statement; the state criminal history background check; and where applicable, the federal criminal history background check, required by the Child Protective Services Law.[9][10]

Direct volunteer contact - the care, supervision, guidance or control of children and routine interaction with children.[8]

Person responsible for the child's welfare - a person who provides permanent or temporary care, supervision, mental health diagnosis or treatment, training or control of a child in lieu of parental care, supervision and control.[8]

Routine interaction - regular and repeated contact that is integral to a person's volunteer responsibilities.[8]

Visitor - a parent/guardian, adult resident, educator, official or other individual who is not a school employee or independent contractor, and who visits a school or attends or participates in an event or activity at a school, but whose role is less substantial than would be sufficient to meet the definition of volunteer for purposes of this policy.[11]

Volunteer – an adult, whose role is more than that of a visitor, who voluntarily offers a service to the district without receiving compensation from the district. A volunteer is not a school employee.[10]

The two (2) classifications of volunteers are:

- 1. **Position Volunteer** an adult applying for or holding an unpaid position with a school or a program, activity or service, as a person responsible for the child's welfare or having direct volunteer contact with children. Examples include, but are not limited to, field trip chaperones, tutors, coaches, activity advisor, recess or library aides, etc.
- 2. Guest Volunteer an adult who voluntarily provides a service to the district, without compensation, who: (1) works directly under the supervision and direction of a school administrator, a teacher or other member of the school staff; and (2) does not have direct volunteer contact. Examples include, but are not limited to, volunteering to assist in classroom celebrations, school assemblies, or school concerts; reading to students; collecting tickets at sporting events; working concession stands; participating in "Career Day," etc.

Delegation of Responsibility

The Superintendent or designee shall be responsible for the selection and management of volunteers and for ensuring compliance with Board policies, administrative regulations, rules and procedures.

At the discretion of the Superintendent or designee, a volunteer's service may be discontinued at any time.

The Superintendent or designee shall develop administrative regulations to implement this policy and manage the selection, use and supervision of volunteers.

Guidelines

Each prospective position volunteer shall complete and submit a volunteer application.

The names of all position volunteers shall be submitted for approval by the

🚯 Board.

{ } Superintendent or designee.

The names of all guest volunteers shall be submitted for approval by the building principal or designee.

Upon approval, volunteers shall be placed on the list of approved volunteers.

Approval shall be required prior to beginning service as a volunteer.

Certifications

Prior to approval, all position volunteers shall submit the following information:

- 1. PA Child Abuse History Certification which must be less than sixty (60) months old.[10]
- 2. PA State Police Criminal History Record Information which must be less than sixty (60) months old.[10]

3. Disclosure Statement for Volunteers - which is a statement swearing or affirming the applicant has not been disqualified from service by reason of conviction of designated criminal offenses or being listed as the perpetrator in a founded report of child abuse.[9][10][12]

If a position volunteer has not been a resident of Pennsylvania during the entirety of the previous ten (10) year period, the position volunteer must also submit the following information: [10]

1. Federal Criminal History Report - issued at any time since the volunteer established residency.

The Superintendent or designee shall review the information and determine if information is disclosed that precludes service as a volunteer.

Information submitted by volunteers in accordance with this policy shall be maintained centrally in a manner similar to that used for school employees.

Position volunteers shall obtain and submit new certifications every sixty (60) months.[13]

A student, eighteen (18) years of age or older, who is volunteering for an event or activity sponsored by the school in which the student is enrolled and occurring on the school's grounds, shall not be required to submit certifications except when the event or activity is for children in the care of a child-care service or the student will otherwise be responsible for the welfare of a child. [10]

Tuberculosis Test

Prior to participating in student activities, volunteers shall undergo a test for tuberculosis, when required by and in accordance with the regulations and guidance of the Pennsylvania Department of Health. [14] [15]

Arrest or Conviction Reporting Requirements

Position volunteers shall report to the Superintendent or designee, in writing, within seventy-two (72) hours, an arrest or conviction required to be reported by law or notification that the volunteer has been named as a perpetrator in a founded or indicated report pursuant to the Child Protective Services Law. [12]

The Superintendent or designee shall immediately require a position volunteer to submit new certifications if the Superintendent or designee has a reasonable belief that the volunteer was arrested for or has been convicted of an offense required to be reported by law, was named as a perpetrator in a founded or indicated report, or has provided written notice of such occurrence.[12]

Failure to accurately report such occurrences may subject the position volunteer to disciplinary action up to and including denial of volunteer service and criminal prosecution. [12]

Child Abuse Reporting

All volunteers who have reasonable cause to suspect that a child is the victim of child abuse shall make a report of suspected child abuse in accordance with applicable law, Board policy and administrative regulations.[16][17]

Supervision

Each volunteer shall be under the supervision of a designated school administrator, teacher or other member of the school staff.

<u>Training</u>

Volunteers shall attend orientation and training sessions, as appropriate to the nature of their volunteer service. When training is provided for school employees relating to the legal obligations of employers and educational institutions, consideration shall be given to which volunteers should also receive that training.[17][18][19][20]**[21]**

<u>Confidentiality</u>

No volunteer shall be permitted access to confidential student information unless the supervisor has determined that such access is necessary for the volunteer to fulfill **their** responsibilities. Volunteers with access to confidential student information shall maintain the confidentiality of that information in accordance with district policies and procedures and applicable law. If a volunteer has questions about confidentiality of student information, the volunteer should consult with the building principal.**[22]**[23]

{ } Senior Volunteer Tax Credit Program

Senior volunteer tax credit programs have been shown to provide necessary supports for academic programs while reducing the burden of property taxes on senior citizens who participate in such programs. The positive contributions of senior volunteers and their teamwork with teachers and students can result in a rewarding experience for all.

The Board establishes a Senior Tax Reduction Incentive Volunteer Exchange Program to allow individuals who are at least sixty (60) years of age, who own real property in the district and have resided within the district for at least ninety (90) days, to receive a real property tax credit in exchange for volunteer service in the district, as permitted by state law and this policy.[24]

The district may seek private and public funding sources to support the program.[25]

The Board may adopt and enforce reasonable rules and regulations governing the acceptance and participation of individuals in the program, in accordance with applicable law and Board policy.[1][3]

All participants in the Senior Tax Reduction Incentive Volunteer Exchange Program shall comply with the guidelines set forth for other volunteers in the district, including, but not limited to, background check certifications, reports, training and confidentiality requirements.[3][26]

Participants receiving other compensation from the district for their services shall not be eligible for the tax credit. Each volunteer service hour provided by an eligible participant shall be provided with a real property tax credit valued at no less than the minimum hourly wage, as required by law.[3][27][28]

The rate of a real property tax credit for a participant shall be established by the Board and may not exceed the total amount of real property taxes that are owed.[3]

The types of services that participants provide through the program must enhance and provide a direct public benefit to the academic program of the district.[3]

The program may not replace or supplant existing employee positions in the district.[29]

Real property tax credits shall not be transferable to another individual.

{ } Only one (1) participant per household shall be permitted in the program per fiscal year.

The Board reserves the right to suspend or discontinue the program at any time; however, participants who have earned real property tax credits shall be entitled to use them in accordance with this policy.

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Legal

1. 24 P.S. 510 2. 42 U.S.C. 12101 et seq

3. 53 P.S. 6926.1903

4. 43 P.S. 951 et seq

5. Pol. 103

6. Pol. 718

7. Pol. 824

8. 23 Pa. C.S.A. 6303

9. 23 Pa. C.S.A. 6344

10. 23 Pa. C.S.A. 6344.2

11. Pol. 907

12. 23 Pa. C.S.A. 6344.3

13. 23 Pa. C.S.A. 6344.4

14. 24 P.S. 1418

15. 28 PA Code 23.44

16. 23 Pa. C.S.A. 6311

17. Pol. 806

18. Pol. 123

19. Pol. 123.1

20. Pol. 123.2

21. Pol. 805

22. Pol. 113.4

23. Pol. 216

24. 53 P.S. 6926.1901 et seq

25. 53 P.S. 6926.1906

26. Pol. 916

27. 29 U.S.C. 201 et seq

28. 43 P.S. 333.101 et seq

29. 53 P.S. 6926.1905

23 Pa. C.S.A. 6301 et seq

53 P.S. 6926.301 et seq

72 P.S. 7301 et seq

Pol. 606