

**North Schuylkill  
Jr. / Sr. High School**

**Student Handbook  
2017-2018**



**THIS HANDBOOK BELONGS TO:**

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## **ALMA MATER**

North Schuylkill High School we have  
pride in thee  
Faithful forever may we be  
Long live our colors of red and of blue  
Hail Alma Mater we give thanks to you.  
Strength is your motto  
Peace is your decree  
Goodness and love we see in thee  
Time will go on and our lives will pass us by  
But Alma Mater you will never die.  
Proudly we stand, and let this anthem ring  
In future years we hope to bring  
Honor to thee as we shout it to the sky  
Hail Alma Mater, Hail North Schuylkill High

## **SCHOOL COLORS**

**Scarlet Red and Royal Blue**

## **SCHOOL MASCOT**

**Spartacus the Spartan**

# **DISTRICT ADMINISTRATION**

## **SUPERINTENDENT**

Dr. Robert J. Ackell

## **SCHOOL BOARD**

Charles J. Hepler, President

Roy Green, Vice President

Mary Anne Woodward, Treasurer

Ed Balkiewicz, Member

Thomas Fletcher, Member

Douglas R. Gressens, Member

Raymond Reichwein, Member

Janine Simms, Member

Glenn H. Weist, Member

Merri Lynn Craig, Board Secretary

Attorney Michael O’Pake, Solicitor

## **ADMINISTRATIVE STAFF**

Mr. Ken O. Roseberry, Secondary Principal

Mrs. Liza C. Ulceski, Assistant Secondary Principal

Mr. Knute Brayford, Supervisor of Special Education

Mrs. Ashley Palubinsky, Assistant Supervisor of Special Education

Mr. James Gross, Athletic Director

Mr. Ty Wartman, Dean of Students

## **GUIDANCE COUNSELORS**

Ms. Melissa Lorady

Mr. Joseph Tomtishen

Ms. Sue Prushinski

## **SOCIAL WORKER**

Mr. Mike Evans

## 2017-2018 SCHOOL CALENDAR

August 22-24	Teacher In-Service Days- NO STUDENTS
August 28	Monday, First Day of School
September 4	Monday, Labor Day- SCHOOL CLOSED
October 9	Monday, Teacher In-Service Day- No Students
November 1	Wednesday, 2nd Marking Period Begins
November 22	Wednesday, Early Dismissal for Students
November 23-27	Thanksgiving Recess, SCHOOL CLOSED
December 22	Friday, Early Dismissal for Students
December 25- January 1	Christmas Holidays- SCHOOL CLOSED
January 2	Tuesday, School Reopens
January 15	Monday, Teacher In-Service- NO STUDENTS
January 17	Wednesday, 3rd Marking Period Begins
February 19	Monday, President's Day- SCHOOL CLOSED
March 22	Thursday, 4th Marking Period Begins
March 29-April 3	Spring Break- SCHOOL CLOSED
April 4	Wednesday, School Reopens
May 28	Monday, Memorial Day- SCHOOL CLOSED
May 30	Wednesday, Early Dismissal for Students
	Last Day of School, High School Graduation
May 31	Thursday, Teacher In-Service- NO STUDENTS

<b><u>Weather Emergency Make Up Days Scheduled As Follows:</u></b>		
1 <sup>st</sup> – Monday, January 15, 2018	2 <sup>nd</sup> – Monday, February 19, 2018	
3 <sup>rd</sup> – Tuesday, April 3, 2018	4 <sup>th</sup> – Thursday, March 29, 2018	
5 <sup>th</sup> – Monday, April 2, 2018		
<b><u>2 Hour Data Delays:</u></b>		
September 13	December 13	March 14
October 11	January 10	April 11
November 8	February 14	May 9

## 2017-2018 BELL SCHEDULES

	<b>Regular Bell Schedule</b>	<b>Friday Homeroom Schedule</b>	<b>2 hour delay Schedule</b>	<b>2 hour Early Dismissal Schedule</b>
<b>HR</b>	N/A	7:39 – 8:13	N/A	N/A
<b>1</b>	7:39- 8:28 44 minute period 5 min. admin.	8:16 – 8:56 40 minute period	9:39 – 10:08	7:39 – 8:08
<b>2</b>	8:31 - 9:15	8:59 - 9:39	10:11 – 10:40	8:11 – 8:40
<b>3</b>	9:18 – 10:02	9:42 - 10:22	10:43 – 11:12	8:43 – 9:12
<b>4</b>	10:05 - 10:49	10:25 - 11:05	11:15 – 11:45	9:15 – 9:45
<b>A Lunch</b>	10:52 – 11:22	11:08 - 11:38	11:48 – 12:18	9:48 – 10:18
<b>5B</b>	11:25 - 12:09	11:41 - 12:21		
<b>6B</b>	12:12 - 12:56	12:24 - 1:04		
<b>5A</b>	10:52 - 11:36	11:08 - 11:48	12:21 – 12:51	10:21 – 10:51
<b>B Lunch</b>	11:39 - 12:09	11:51 - 12:21		
<b>6B</b>	12:12 - 12:56	12:24 - 1:04		
<b>5A</b>	10:52 - 11:36	11:08 - 11:48	12:54 – 1:24	10:54 – 11:24
<b>6A</b>	11:39-12:23	11:51 - 12:31		
<b>C Lunch</b>	12:26 - 12:56	12:34 - 1:04		
<b>10</b>	12:59 - 1:43	1:07 - 1:47	1:27 – 1:57	11:27 – 11:57
<b>11</b>	1:46-2:30	1:50 - 2:30	2:00 - 2:30	12:00 – 12:30



## EMERGENCY SCHOOL CLOSING

School will be closed in case of extreme adverse weather conditions which create hazards to the safe operation of school buses. Notification regarding the closing of school will be made via announcements on the radio and television stations as well as the district Black Board/Ed Connect phone and computer notification system.

In the event that it becomes necessary to close school early, delay opening, or cancel classes for any reason, the following radio and television stations will be notified.

<b>WAVT</b>	<b>POTTSVILLE</b>	<b>T102 FM</b>
<b>WNEP</b>	<b>SCRANTON/W.B.</b>	<b>CH 16 TV</b>
<b>WYOU</b>	<b>SCRANTON/W.B.</b>	<b>CH 22 TV</b>
<b>WBRE</b>	<b>WILKES-BARRE</b>	<b>CH 28 TV</b>

Please tune in to one of the above stations for closing information. Do not call the stations or the schools. Announcements will be made as early as possible. Your cooperation will be greatly appreciated.

## STUDENT RESPONSIBILITIES

Student responsibilities include regular school attendance, conscientious effort in classroom work, and conformance to school rules and regulations. Most of all, students share with the administration and faculty a responsibility to develop a climate within the school that is conducive to wholesome learning and living.

No student has the right to interfere with the education of his fellow students. It is the responsibility of each student to respect the rights of teachers, administrators, and all others who are involved in the education process.

Students should express their ideas and opinions in a respectful manner so as not to offend or slander others.

### **IT IS THE RESPONSIBILITY OF STUDENTS TO:**

- Be aware of all rules and regulations for student behavior and conduct themselves in accordance with them.
- Be willing to volunteer information in matters relating to the health, welfare, and safety of the school community.
- Dress and groom themselves so as to meet fair standards of safety and health and so as not to cause substantial disruption to the educational process.
- Assume that until a rule is waived, altered, or relented it is still in full effect.
- Assist the school staff in operating a safe school for all students enrolled within.
- Be aware of and comply with state and local laws.
- Exercise proper care when using public facilities and equipment.
- Attend school daily, and be on time for all classes and other school functions.
- Make all necessary arrangements to make up work when absent from school.
- Pursue and attempt to complete satisfactorily the courses of study prescribed by state and local school authorities.
- Avoid indecent or obscene language at all times.
- Assume financial obligation for any and all damage to public facilities and equipment and personal property (example: textbooks, athletic uniforms, etc).

# ACADEMICS

## CLASS RANK

Class rank reflects an individual's academic performance starting in grade 9, as compared to his/her classmates by calculating one's relative numerical position in their graduating class based upon their weighted grade point average (GPA). Grade Point Average is determined by dividing quality points earned by credits attempted.

A student who transfers to North Schuylkill School District will be assigned a class rank after being enrolled for at least two (2) semesters. A student transferring as a senior will not be ranked. A student must be enrolled in the district for three (3) full years to be considered valedictorian, salutatorian, or top ten.

Class rank shall be computed using the final grade in all subjects for which credit is awarded.

Numerical grades, based on the 0-100% scale, will be reported by teachers for each class rank eligible course each marking period. The final course grade will be reported by the teacher for each course. Numerical grades will be recorded on the report cards and the student transcripts.

The weighted GPA value on a 100% scale will be recorded on student transcripts. The raw/unweighted GPA value will be recorded on student report cards.

High school level courses taken prior to ninth grade (e.g., Algebra I) will receive an elective credit and count toward high school graduation but will not count toward class rank.

## EVALUATION OF PUPIL PROGRESS

Pupil progress will be automatically reported to the student and parent/guardian four times a school year: after the 45th day of school, after the 90th day of school, after the 135th day of school, and at the conclusion of school. The following scale will be used for grading:

	Letter Grade	Point Value
Excellent	A	93-100%
Good	B	85-92%
Fair	C	77-84%
Poor	D	70-76%
Failure	F	Below70%

In addition, progress reports will be sent to the homes of all students in danger of failing a subject at the middle of every marking period. Parents are also encouraged to utilize the CSIU Parent Portal for more frequent updates on their child's progress or to contact the teachers or guidance office directly if they have any concerns.

NOTE: Students must attain a minimum final grade of 50% in order to be eligible to make up that course in the credit recovery program.

## HONOR ROLL POLICY

To obtain honor roll status for the marking period, the following must apply:

Distinguished Honors - All A's;

High Honors 93% average with no D's or F's;

Honor Roll - 85% average with no D's or F's.

Honor rolls are sent to local newspapers at the end of each marking period and are published at their discretion. In addition, the honor roll is posted on the School Webpage.

## ACTIVITIES AND PROGRAMS

As a student at the North Schuylkill Jr. /Sr. High School you are encouraged to become actively involved in any area which may interest you. There are a number of extra-curricular activities available to you. Your involvement can address any special abilities and talents you may possess.

### CLASS OFFICERS

The North Schuylkill Jr.-Sr. High School freshman, sophomore, junior, and senior classes elect class officers to represent their entire class. Offices include: President, Vice-President, Secretary, Treasurer, and Historian. Nomination petitions for participation in class officer elections can be obtained from the class advisor.

### EXTRA-CURRICULAR ACTIVITIES

Extra-Curricular activities and meetings will be scheduled by the club advisor. Students needing transportation will be transported by bus to the elementary school and ride home on the appropriate bus. Prior to riding the elementary bus, the student permission form for after school activities must be completed and signed by the parent/guardian. Students must also sign up in the high school office by 1PM the day they need to ride that bus.

ACTIVITY	GRADE
4H Club	7-12
Academic Team	7-12
Band	7-12
Big Brothers/Big Sisters	9-12
Chess Club	7-12
Chorus	7-12
Class Officer	9-12
Creative Technology Club (C.T.C.)	7-12
Debate Team	9-12
Diversity Club	7-12
Envirothon	7-12
Friends Forever	7-12
Future Business Leaders of America (FBLA)	7-12
Gaming	9-12
Geography Bee	7-8
Halloween Window Painting	7-12
Junior Advisory	11-12
National Honor Society	11-12
Pep Club	11-12
President's Club	10-12
Science Technology Engineering Mathematics (S.T.E.M.)	7-12
Spartan Fire and Rescue	7-12
Spelling Bee	7-8
Students Against Destructive Decisions (S.A.D.D.)	11-12
Ski Club	7-12
Spanish Club	9-12
Spartan Spectrum (School Newspaper)	7-12

Student Council	7-12
Teens Against Tobacco (TAT)	7-12
Theatre Arts	9-12
Trap Shooting	7-12
Weight Lifting Workouts	7-12
Yearbook	10-12

## **STUDENT COUNCIL**

The North Schuylkill Jr.-Sr. High School has a student council which serves as a governing body representing the entire student body. Nomination petitions for participation in student council elections and further information on the organization can be obtained from Mr. Lucas, the student council advisor. Students are encouraged to see Mr. Lucas during September for further information.

## **NATIONAL HONOR SOCIETY**

The objectives of the National Honor Society are to:

1. Create enthusiasm for scholarship
2. Stimulate a desire to render service to the school and student body
3. Promote worthy leadership
4. Encourage development of character

Members will be considered on the basis of scholarship, character, leadership and service.

The following is a list of Honor Societies offered at the North Schuylkill Junior/Senior High School: National Honor Society, English Honor Society, Science Honor Society, Mathematics, Social Studies, Foreign Language, and Tri-M Music Honor Society.

Please refer to the district website to obtain more detailed information about the selection process and advisors of each society. Each subject Honor Society has its own specific standards for induction. Please see the respective advisor for more information.

## **ATHLETICS**

The North Schuylkill School District endorses a policy of fair play and sportsmanship in all interscholastic activities. Athletes at North Schuylkill are expected to conduct themselves as fine young men and women on and off the field. Being a member of an athletic team at North Schuylkill is a privilege that can be revoked at any time if the student is not meeting the standards as required by North Schuylkill School District and the P.I.A.A.

In order to try out for and/or participate in a sport, a student must pass a physical examination as well as have signed parental/guardian permission and proof of medical insurance equal to or better than that provided by the medical insurance program approved by the Board of Education (available to be purchased through the school) before each season begins.

## **SPORTS**

### **FALL SPORTS- GIRLS**

Cheerleading (Football)	7-12
Cross Country	7-12
Volleyball	9-12
Golf	9-12
Soccer	9-12
Basketball	7-8

### **FALL SPORTS- BOYS**

Football	7-12
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Cross Country	7-12
Soccer	9-12
Golf	9-12

**WINTER SPORTS- GIRLS**

Basketball	9-12
Cheerleading (Basketball/Wrestling)	9-12
Swimming	9-12

**WINTER SPORTS- BOYS**

Wrestling	7-12
Basketball	7-12
Swimming	9-12

**SPRING SPORTS- GIRLS**

Softball	7-12
Track	7-12

**SPRING SPORTS- BOYS**

Track	7-12
Baseball	9-12

**ACADEMIC AND CURRICULAR REQUIREMENTS**

You must pursue a curriculum defined and approved by your principal as a full-time curriculum.

You must be passing at least six full-credit subjects, or the equivalent, as of each Friday during a grading period. If you fail to meet this requirement, you will lose your eligibility from the following Sunday through the Saturday immediately following the next Friday as of which you meet this requirement.

You must have passed at least four full-credit subjects or the equivalent during the previous grading period, except that eligibility for the first grading period is based on your final grades for the preceding school year. If you fail to meet this requirement, you will lose your eligibility for at least 15 school days of the next grading period, beginning on the first day report cards are issued.

**AGE**

In order to participate you may not have reached your 19th birthday on or before June 30 immediately preceding the school year. (15th birthday where interscholastic competition limited to grades 7 and 8; 16th birthday where limited to grades 7 through 9).

**ATTENDANCE**

You must be regularly enrolled in your school and maintain full-time attendance there. You are eligible only at the school at which you are enrolled. If you are absent from school during a semester for a total of 20 or more school days, you will lose your eligibility until you have been in attendance for a total of 45 school days following your 20th day of absence. Students who arrive at school without a doctor's excuse after 9:15 a.m. may not participate in athletic events for that day.

**ELGIBILITY**

A student who participates in interscholastic athletics at a school which is a member of the Pennsylvania Interscholastic Athletic Association, Inc. ("P.I.A.A.") must adhere to the P.I.A.A. eligibility rules for student athletes. If you fail to comply with the P.I.A.A. rules, you will lose your eligibility to represent your school in interscholastic athletics. If you participate while ineligible, your school or team will be penalized. It is therefore important for you to be aware of the requirements to which you are subject.

The information contained here highlights and summarizes the major eligibility requirements you must meet in order to participate in interscholastic athletics. It does not list every rule or every detail. Unless otherwise indicated, each requirement applies to grades 7 through 12.

The principal of your school is responsible for certifying the eligibility of all students representing your school in interscholastic athletics. If you have any questions concerning your athletic eligibility, either present or future, you should see your school principal, who has available a complete copy of all the P.I.A.A. eligibility rules. Your principal may also obtain from the appropriate P.I.A.A. District Committee a formal ruling as to your athletic eligibility.

## **OUTSIDE PARTICIPATION**

You will lose your eligibility in a sport for the remainder of the season if, while a member of your high school team, you participate in an athletic contest as an individual or a member of another team in the same sport during the same season, unless your school principal waives this rule by sending an appropriate letter to the P.I.A.A. Executive Director before you begin the outside participation.

If you participate as an individual or a member of a team in a non-school athletic program, while enrolled at a school which has a team in that sport, you will be eligible for the playoffs in that sport only if you are in uniform and available to participate as a member of your school team for at least 75% of its regular season contests.

## **PARTICIPATION FEE**

Student athletes will be required to pay a participation fee associated with their sport. A \$10 fee will be paid when the student receives their physical from the school physician. All students getting the required physical from their family doctor would not pay this fee to the district. When team uniforms are assigned, athletes will pay a one-time fee of \$50/\$40/\$30 based on their Free and/or Reduced lunch status. The one-time fee will cover participation in all sports for the entire school year.

## **PERIOD OF ATTENDANCE AND PARTICIPATION AND GRADE REPETITION**

You will lose your eligibility when you have been in attendance more than eight semesters beyond the eighth grade. If you repeat a grade after eighth, you will be ineligible as a senior in that sport.

You may participate for a maximum of six seasons in each sport during grades seven through twelve with a maximum of three seasons in each sport during grades seven through nine.

You may participate only one season in each sport during each school year.

## **PRACTICES**

Practice days and times will be established by individual coaches. If practice does not begin immediately following dismissal and students are remaining in the high school building, they are to report to the cafeteria until practice begins.

## **PREPARATION PHYSICAL EVALUATION**

You are eligible only if you have participated in a pre-participation evaluation performed by an Authorized Medical Examiner (a licensed physician of medicine or osteopathic medicine, a physician assistant certified, or a certified registered nurse practitioner) before your first sport season's first legal practice date of that school year. Each athlete must be certified that their condition is satisfactory before they can commence to practice for their sport. Students can be re-certified no earlier than six weeks prior to the first practice day for each applicable sport; OR rely on a comprehensive initial pre-participation physical evaluation performed by a licensed physician of medicine or osteopathic medicine and certified to the PIAA Board of Directors recently adopted PIAA Comprehensive Initial Pre-Participation Physical Evaluation Form. A re-certification is required, for each subsequent sports season, if the student (a) suffers an illness or injury which renders the student unable to participate in 25% or more of the Regular Season Contest in the immediately preceding sports season; and/or (b) suffers an illness or injury which resulted in absence from school for ten or more days and/or which requires surgery.

## **TRANSFERS**

You are treated as having transferred whenever you change schools, even if you are out of school for a period of time before entering the new school. Except as provided below, if you transfer from one school district to another you are eligible immediately at the new school:

- When you live with your natural or adoptive parents in the new school district.

- When you live with a court-appointed legal guardian in the new school district, upon approval by the P.I.A.A. District Committee.

If you transfer between schools, you will be ineligible immediately if the transfer from one school to another is in whole or in part for any athletic purpose, or if you were recruited, you will lose your athletic eligibility in all sports for one year. This requirement applies even if you would otherwise be eligible at the school to which you transferred.

Most students who are not eligible immediately will be ineligible for one year from the date of transfer in each sport in which they participated within one year preceding the date of transfer.

## **ATTENDANCE**

### **ATTENDANCE POLICY**

Regular attendance in school is of the utmost importance to ensure satisfactory course progress and awarding of credit for a particular subject. Successful completion of tests does not indicate that a student has mastered a particular subject. Instructors' lectures, in-class discussions, successful completion of homework assignments, and class participation are all factors that determine satisfactory course completion and credit attainment.

### **COMPULSORY SCHOOL ATTENDANCE**

It is the duty of the Commonwealth to require that every educable child within its jurisdiction receive at least an elementary and secondary education in so far as such level may be attained. If the parent will not insist that child take advantage of the free educational opportunities offered, it becomes the duty of the state to require that this be done so that a democratic government may be assured of a population sufficiently well-educated to appreciate the responsibilities of citizenship.

#### **Definitions - PA state laws, regulations, standards, and policies.**

**Compulsory School Age:** Period of a child's life from the time the child's parents elect to have child enter school, which shall not be later than age of 8 years, until the age of 17 years (does not apply to kindergarten). (Ref. PA School Code, Article XIII, Section 1326)

**Absence: Nonattendance** of a pupil on days and half days when school is in session.

**Unlawful Absence:** Unexcused absence for all pupils of compulsory school age.

**Unexcused Absence:** Absence for a pupil for one of the following reasons:

- Truancy-Nonattendance of pupil on day(s) or half day(s) of school without the permission of school administration and/or parents or guardians
- Illegal Employment
- Parental Neglect - i.e. visiting, shopping, car trouble, missed ride to school, working on school assignments, oversleeping, etc.
- Students who are truant from school will face disciplinary actions when they return to school. (Ref. PA School Code Article XIII, section 1329)

### **EARLY MORNING APPOINTMENTS**

If you have an early morning appointment (e.g.; orthodontist, doctor, etc.) a doctor's note must be presented to the high school office upon your arrival for you to be marked excused tardy. If no note is presented, the absence will be considered as unexcused tardy. If you arrive after 9:15 a.m. for grades 7-12, you will be considered unexcused/illegal half day absence.

### **ENFORCEMENT OF ATTENDANCE ISSUES**

Enforcement of the compulsory attendance laws in North Schuylkill School District shall be in strict accordance with the school laws of Pennsylvania and the Department of Education.

PDE has recommended procedures for school districts when responding to student absences. The law states that a parent/guardian must send in a note within three days of the child's absence or the child will have an unlawful absence. A note explaining your child's absence may be written on any paper. You do not need the school absence form. After ten (10) days of absenteeism, your child will need a note from the doctor. **THE STUDENT MUST BE SEEN BY A DOCTOR, NO NOTES WILL BE ACCEPTED FROM A DOCTOR-STATING THAT THE STUDENT IN QUESTION WAS NOT SEEN BY A DOCTOR.** Parents/guardians will be responsible for being aware of how many days their child has been absent. A courtesy letter will be sent, however the policy will be in effect after the 10th day absent.

Students who are legally absent from school will have the opportunity to make up missed assignments. The amount of time to make up assignments will be calculated by taking the number of absent days plus one day to turn in the work when they return to school. Legally absent students should consider going to their teacher's homework blogs or ask friends in order to keep up with homework assignments. Students who are seriously ill and will be out for a significant amount of time should have their parent(s) contact the guidance office in order to make arrangements to obtain school work. Students who are illegally absent or unexcused from school will not have the opportunity to make up assignments/quizzes, tests that were missed for credit and will receive a zero for any such assigned test quiz for that day.

### **EXCESSIVE TARDINESS**

In order to ensure a consistent educational program, students are expected to arrive at the Jr. /Sr. High School on time and be prepared for the school day which begins promptly at 7:39 a.m. with first period. If you arrive after 7:39 a.m., you must report directly to the tardy table in the lobby or the main office for a tardy slip before reporting to your class. As tardies are accumulated throughout the year; after 3 illegal tardies a detention will be assigned, after 9 illegal tardies a Saturday detention will be assigned, after 14 illegal tardies a day in ISS will be assigned and for 5th illegal tardy thereafter an additional day of ISS will be assigned. Five illegal tardies will be calculated as the equivalent of 1 illegal absence.

### **LEAVING SCHOOL**

Students are not permitted to leave the school campus at any time during the school day without permission from the principal or designee. Students may be permitted to leave school for medical or dental appointments, court appearance or family emergencies. If you wish to be excused early during the school day, you must present a note to the high school office by 8 a.m. the morning of the early dismissal. The note should indicate: (1) the date and time of dismissal; (2) the reason for dismissal; (3) your parent's/guardian's signature. The secretary will then authorize the early dismissal and you should present the note to your teacher to be dismissed from that class. Upon returning to school, report to the office to sign in and present your doctor's note. If no note is presented, the absence will be considered as illegal/unexcused.

### **REPORTING TO SCHOOL**

Students who arrive at school before 7:15 a.m. are encouraged to go directly to the cafeteria under the supervision of proctors. Students may also wait outside in designated areas until they are allowed to go to their lockers and first period class. Students are not permitted to loiter in the school parking lot. They must report to the cafeteria or wait outside by the main entrance. Any student who arrives before 7:15 a.m. and who wants to enter the building, must go to the cafeteria. Students are reminded that they are to enter the building only through the main entrance doors by the office.

At 7:39 a.m., a bell will ring and student must be in first period. Teachers will not admit any student after 7:39 a.m., unless the student has an admission slip from the office. Students will receive an after school detention for each unexcused tardy after their 3rd for the entire school year.

## **AUTOMOBILE REGULATIONS**

Driving is a privilege and with any privilege there is also a responsibility. All students driving to school must be a junior or senior responsible driver and follow the regulations for driving set forth in the North Schuylkill Junior Senior Handbook.



## **DRIVER CONTRACT**

1. All cars driven to school must be registered with the high school administration and parked in their assigned numbered parking spaces. Students will be charged a \$50 non-refundable fee to register the vehicle(s). Replacement permits are \$5 per vehicle.
2. The \$50 fee will be prorated at the following rate schedule: Permits purchased prior to September 30 = \$50, October 31 = \$45, November 30 = \$40, December 31 = \$35, January 31 = \$30, February 28 = \$25, March 31 = \$20, end of school year = \$15.
3. The student will place the school permit on the back of the rear view mirror. Illegally parked vehicles without an appropriate parking permit and/or a vehicle with a suspended permit may be towed off school property at the owner's expense.
4. Students are not permitted to sit in cars for any reason. The student is to vacate his/her vehicle upon arrival and report to the building.
5. Students cannot park in the lower parking lot during school hours.
6. The privilege of driving on school property will be revoked for unsafe driving, poor academic performance (overall average of 75% or less), violations of parking regulations or violations of other school policies, including excessive tardiness to school. Car trouble will not be a valid excuse for being tardy to school.
7. School buses always have the right of way. At dismissal student drivers must not leave until all buses have exited.
8. All cars are subject to search for controlled substances, alcohol, firearms, or weapons if reasonable suspicion of use or possession of such items exists.
9. Any student being picked up at dismissal prior to the departure of the school buses must secure their ride in the parking lot. Any cars parking in front of the buses, on the road, or in the grass will be asked to leave and will not be permitted to return.
10. Any student violating the Pennsylvania Motor Vehicle Code and Regulations will have his/her driving privileges revoked for the remainder of the school year. He/she will be cited for engaging in conduct contrary to ordinances of the Commonwealth of Pennsylvania on the first offense. This includes, but is not limited to, failing to completely stop at the stop sign or turning left onto Route 61 from Spartan Drive.
11. Students may not operate a vehicle other than their own.
12. Students are not permitted to go to vehicles in the parking lot during the school day without permission from the administration.
13. Owners of vehicles moved out of their spaces and into exit areas prior to dismissal will have their driving privileges taken away for the remainder of the year on the first offense.
14. When exiting the parking lot, drivers must drive in the driving lane and not cut across parking lanes.
15. Seat belts must be worn at all times. Driving privileges will be revoked if seat belts are not worn.
16. Unsafe, reckless or discourteous driving may result in suspension or revocation of driving privileges.
17. Illegally parked vehicles without an appropriate parking permit and/or a vehicle with a suspended permit may be towed off school property at the owner's expense.
18. Students obtaining a driving permit agree to participate in the random drug testing policy.

Refer to North Schuylkill Jr./Sr. High School Discipline Code for specific misconducts and consequences.

## **CODE OF CONDUCT**

### **ACADEMIC DISHONESTY POLICY**

According to Funk and Wagnall's Standard Dictionary of the English Language, to cheat is: "to deceive and act dishonestly." The North Schuylkill Junior/Senior High School will not tolerate cheating in any form. This goes against the ethical behavior that we wish to instill in our students. This policy will use the broader term of "academic dishonesty" to classify any form of cheating.

Academic Dishonesty has occurred if a student(s):

- Obtains a test or quiz materials without the teacher's knowledge
- Uses any electronic device inappropriately in a situation where they are not permitted

- Shares work that should be individually/independently produced
- Uses cheat sheets during testing situations
- Copies, faxes, emails, or in any way duplicates assignments that are submitted, wholly or in part, as original work
- Copies either published or unpublished work of another person without giving the person the appropriate credit (i.e. plagiarism)
- Exchanges assignments with other students, either handwritten or computer generated, whether they are believed to be copied or not
- Uses any form of a memory aid during a test/quiz without authorization
- Gives or receives answers during a test/quiz
- Uses summaries/commentaries or movies in lieu of reading assigned material
- Has a friend, sibling, or parent/guardian complete any type of assignment
- Discusses the contents of a quiz with another student who will take the quiz at a later time

It should also be noted that talking to another student or using a cell phone during a test will be construed as cheating.

Determination /consequences of academic dishonesty will be in accordance with the discipline code.

## **ANTI-TOBACCO PROGRAM**

North Schuylkill School District is a tobacco free school. The Board recognizes that the use of tobacco in any form presents a health hazard, which can have serious consequences for both the tobacco and non-tobacco user. Therefore, the purpose of the policy is to protect the health and welfare of all students, employees, and visitors to the North Schuylkill School District and to abide by the laws of Pennsylvania.

School Board Policy #222 and section 3.5 of Act 128 of 2000 indicates that tobacco use or possession by pupils is prohibited in school buildings, on school buses, vans or other vehicles and on property owned, leased by or under the control of a school district and at school-sponsored events held off school premises. For further information please see Board Policy #222.

Consequences for students in possession or use of tobacco may include:

- Referral to the Student Assistance Program for assessment of tobacco cessation class.
- Restrictive Lavatory Privileges. Students will sign in at the main office to use the lavatory.
- Citation: A student who commits an offense under Act 145 of 1996 shall be subject to prosecution initiated by the local school district and shall, upon conviction, be sentenced to pay a fine for the benefit of the school district in which such student resides, and to pay court costs.

## **BULLYING / CYBER BULLYING POLICY**

The North Schuylkill School District is committed to providing a safe, positive learning environment for district students. The district recognizes that bullying creates an atmosphere of fear and intimidation, distracts from the safe environment necessary for student learning, and may lead to more serious violence. The North Schuylkill School District prohibits bullying by district students. Bullying / Cyber Bullying means an intentional electronic, written, verbal, or physical act or series of acts directed at another student or students, which occurs in a school setting which includes in the school, on school grounds, in school vehicles, at a designated bus stop, or any activity sponsored, supervised or sanctioned by the school. Bullying / Cyber Bullying is severe, persistent, or pervasive and may have the effect of substantially interfering with a student's education, creating a threatening environment, or substantially disrupting the orderly operation of the school.

## **PROCEDURE FOR REPORTING BULLYING**

The North Schuylkill School District encourages students who are being bullied to follow the chain of command and promptly report such incidents to a teacher, the building principal, designee and/or the Bully Hotline. North Schuylkill continues to develop and implement anti-bullying prevention and intervention programs. Such programs shall provide district staff and students with appropriate training for effectively responding to, intervening in, and reporting incidents of bullying / cyber bullying. A student who violates this policy shall be subject to appropriate disciplinary action consistent with the North Schuylkill Discipline Code.

## **BULLYING / INTIMIDATING BEHAVIORS CAN INCLUDE BUT ARE NOT LIMITED TO:**

- Taunting
- Name calling
- Rumor spreading
- Making up stories to get other children in trouble
- Telling other children not to be friends with a target child
- Kicking, tripping, or pushing another child
- Teasing other children and making remarks about their culture, religion, ethnicity, weight, physical appearance, disabilities, or medical conditions
- Intimidating others
- Taking other children's possessions or demanding money from them
- Damaging other children's property
- Hiding other children's books, bags, or other property
- Picking on other children, even when they're upset
- Making threats to other children
- Manipulating others, getting them to do things that they may not want to do

## **DISCIPLINE**

The goal of the North Schuylkill School District is to provide each student with the finest education possible. In order for the North Schuylkill School District to achieve this goal, the school must be safe, orderly, and free of unnecessary disruptions. Students share the responsibility with teachers and administrators to develop a positive educational climate.

The Discipline Code of the North Schuylkill School District is a clearly defined document that identifies types of student behavior that are considered to be unacceptable and also states consequences for such acts.

In order to offer the best possible educational climate in which students are free to learn and teachers are free to teach, an organized set of rules of social conduct must be established. Likewise, this set of rules must be communicated to all parties in the educational process. Uniform and consistent enforcement of the rules is also essential. The policy serves as the Student Code of Conduct, setting forth the rules for social interaction in the North Schuylkill School District and is intended to offer direction to students, parents/guardians, teachers, and administrators. Emphasis shall be on courteous cooperation in all aspects of this policy. It is the responsibility and the discretion of the building administrator to utilize an appropriate disciplinary option available to achieve desired changes in student behavior.

Students have certain responsibilities regardless of age, including regular attendance, conscientious efforts in the classroom, and compliance with school rules, regulations, and expectations. Students also have the responsibility to make positive contributions to the school climate. No student has the right to interfere with the educational process of any other person. Students are expected to be courteous, cooperative, and respectful of the rights of other persons in the educational process. An individual student's rights end when that student's actions detract from the rights of other persons.

A list of disciplinary infractions, interventions, and disciplinary options, while not all inclusive, is noted below to assist students to achieve a good understanding of prohibited behavior. Disciplinary infractions are delineated into three (3) levels. Each successive level is considered to be of a more serious nature. The failure of a student to meet the behavioral expectations of the District will result in an appropriate form of disciplinary action. Possible interventions and disciplinary options are specified for each level.

### **DETENTION**

Detention will be on Monday, Tuesday, Wednesday, and Thursday from 2:30 p.m. to 3:10 p.m.

- Depending on the type of infraction committed, weekly or Saturday detention may be assigned. The wellbeing and safety of all students and staff is the number one concern of the North Schuylkill School District. Detentions may be assigned as a result of behavioral concerns
- Students assigned to detention must report promptly to the office at 2:30 p.m. and **MUST COME PREPARED**. All students must sign in, maintain complete silence at all times, and respect the authority of the teacher present. Students must have transportation home. If students do not have transportation, they may take the activity bus home.
- Misbehavior at detention may result in further disciplinary action, such as additional detentions, ISS/ALEP, and/or OSS.
- If school is cancelled due to inclement weather, etc. detention will be rescheduled for a later date.

## **SATURDAY DETENTION PROCEDURES**

Saturday detention will be scheduled during the third Saturday of the month from 8 a.m. to 12 p.m. Transportation is the responsibility of the student. Students must be on time or admittance will be refused. Students will be provided with assignments. Failure to attend an assigned Saturday Detention on time or behavior of an uncooperative/disruptive nature is a serious violation of school rules and will be cause for dismissal from Saturday Detention and suspension from school.

## **IN SCHOOL SUSPENSION (ISS) / ALTERNATIVE LEARNING EDUCATIONAL PLACEMENT (ALEP)**

ISS / ALEP is designed to be both educational and disciplinary. ISS / ALEP allows a student to continue his/her educational progress while being disciplined for violating school rules.

The following procedures will guide a student's time in ISS / ALEP:

- Students who are assigned ISS / ALEP will report directly to the ISS/ALEP room by 7:15 a.m. Do not report to first period class.
- Students may be required to take physical education.
- ISS/ALEP PROCEDURES
  1. Students must bring all of their books.
  2. Teachers will be notified via email of any students assigned to ISS / ALEP. Teachers will provide work for students to the ISS / ALEP proctor.
  3. The ISS / ALEP proctor will assist in the completion of class work or ISS / ALEP assignments and require quality work.
  4. ISS / ALEP proctor will monitor the academic progress of each student and keep a folder on file.
  5. The ISS / ALEP Proctor will return completed work to teachers.
  6. Students in ISS / ALEP may NOT attend any school sponsored activities, practices, games on day serving ISS / ALEP.
  7. A lunch will be provided for the ISS / ALEP students.

## **OUT OF SCHOOL SUSPENSION (OSS)**

Out of school suspension means that a student is not permitted in school or on school property for the term of the suspension. The student has the responsibility to complete assigned school work and make up exams. It is the responsibility of the student to make arrangements with the teachers for make-up work.

Out of school suspension is an exclusion from school for a period of one to ten consecutive school days. Suspensions may be given by any appropriate school administrator.

Parent(s)/guardian(s) will be notified by the administration of a suspension and may be required to meet in a conference regarding the re-admission of their child.

When the suspension exceeds (3) consecutive days, the student and parent will be given the opportunity for an informal hearing. A suspended student may not attend or participate in after school activities including practices and rehearsals. Multiple day suspensions that involve weekends will prohibit students from participating in school activities over the weekend.

## **EXPULSION**

Expulsion is the exclusion from school for a period exceeding (10) consecutive school days and may be a permanent expulsion from the school rolls. Expulsions are invoked against students who consistently violate school rules and regulations or commit acts, which endanger the safety, health, or welfare of others.

## **HEARINGS**

Hearings are fundamental elements of due process to which all students are entitled. Hearings are basically of two types:

1. The informal hearing enables the student to meet with the appropriate school official to explain the circumstances surrounding the event for which the student is being suspended.
2. The formal hearing is required in all expulsion actions. This hearing may be held before the Board of Directors, a duly authorized committee of the Board, or a qualified Hearing Examiner appointed by the Board.

## DISCIPLINE GUIDE

### LEVEL I:

Acts which constitute a violation of rules and regulations, or acts which impede orderly classroom procedures or with orderly operation of the school, are considered to be Level I infractions.

The order of listed disciplinary actions is not ranked or sequential, nor is it to be considered an all-inclusive list. The type and duration of discipline are within the discretion of the administration, based on the severity of the offense.

Examples (not exclusive)	Intervention(s)	Disciplinary Options
<ul style="list-style-type: none"> <li>• Bullying</li> <li>• Bus misconduct</li> <li>• Cheating</li> <li>• Damage to property (unintentional)</li> <li>• Disrespect</li> <li>• Disruptive behavior</li> <li>• Improper use of District equipment, facilities, and/or resources</li> <li>• Indecent/Obscene behavior</li> <li>• Late to class</li> <li>• Lying</li> <li>• Possession of any type electronic device, without permission (Pol. 237)</li> <li>• Presence in unauthorized area</li> <li>• Tardiness</li> <li>• Unacceptable clothing</li> <li>• Unacceptable language</li> <li>• Unsafe behavior</li> <li>• Use/Possession of personal cell phone without permission</li> </ul>	<ul style="list-style-type: none"> <li>• Staff action</li> <li>• Referral to administration</li> <li>• Notification to parent/ guardian</li> <li>• Referral to School Counselor</li> <li>• Informal hearing</li> <li>• Log of infraction</li> </ul>	<ul style="list-style-type: none"> <li>• Behavioral contract</li> <li>• Detention</li> <li>• Guidance/Health services</li> <li>• Loss of make-up privilege and/or credit</li> <li>• Parental conference</li> <li>• Rearrangement of seating</li> <li>• Restitution for damage (replacement/repair of damaged property)</li> <li>• School/Community service</li> <li>• Special assignment</li> <li>• Suspension</li> <li>• Temporary removal from class</li> <li>• Verbal reprimand</li> <li>• Warning</li> <li>• Withdrawal of privileges</li> </ul>

**LEVEL II:**

Acts whose frequency or seriousness disrupt the learning climate of the school, as well as, acts which may constitute a threat to the health, safety, property and/or welfare of students and/or staff are considered to be Level II infractions

Level II infractions may require the intervention of outside agencies, including the police.

The order of listed disciplinary actions is not ranked or sequential, nor is it to be considered an all-inclusive list. The type and duration of discipline are within the discretion of the administration, based on the severity of the offense.

Examples (not exclusive)	Intervention(s)	Disciplinary Options
<ul style="list-style-type: none"> <li>• Bullying</li> <li>• Class cut</li> <li>• Computer vandalism /physical damage to computer resources, purposeful deletion of information stored by others</li> <li>• Disruption/Threat of disruption or harassment, caused by use of any type, electronic devices (Pol. 237)</li> <li>• Extortion</li> <li>• Failure to serve detention or other disciplinary action</li> <li>• Fighting</li> <li>• Forgery of a document</li> <li>• Harassment (Pol. 248)</li> <li>• Indecent/Obscene behavior or possession/use of indecent/obscene material</li> <li>• Insubordination (failure to follow directives)</li> <li>• Leaving school property (without permission)</li> <li>• Plagiarism</li> <li>• Stalking</li> <li>• Theft</li> <li>• Truancy</li> <li>• Vandalism/Destruction of property</li> <li>• Violation of probation</li> </ul>	<ul style="list-style-type: none"> <li>• Staff Action</li> <li>• Referral to administration</li> <li>• Notification to parent/guardian</li> <li>• Referral to School Counselor</li> <li>• Informal Hearing</li> <li>• Police / Agency referral</li> <li>• Counselor</li> </ul>	<ul style="list-style-type: none"> <li>• Administrative probation</li> <li>• Detention</li> <li>• Expulsion</li> <li>• Guidance/Health services</li> <li>• Parental conference</li> <li>• Police/Agency referral</li> <li>• Restitution for damage (replacement/repair of damaged property)</li> <li>• School/Community service</li> <li>• Alternative Education</li> <li>• Citation</li> <li>• Suspension</li> <li>• Withdrawal of privileges</li> </ul>

**LEVEL III:**

Acts which result in violent actions directed toward another person, destruction of property, or which pose a clear and present threat to the health, safety, and/or welfare of others in the school are considered to be level III infraction.

Level III infractions are in violation of laws or regulations established by various government agencies, and will involve the police.

The order of listed disciplinary actions is not ranked or sequential, nor is it to be considered an all-inclusive list. The type and duration of discipline are within the discretion of the administration, based on the severity of the offense.

Examples (not exclusive)	Intervention(s)	Disciplinary Options
<ul style="list-style-type: none"> <li>• Arson</li> <li>• Assault – verbal or physical</li> <li>• Possession/Use of drug or controlled substance, look-alike, alcohol/being under the influence (Pol. 227)</li> <li>• Possession/Use of weapon or look-alike (Pol. 218.1)</li> <li>• Selling/Distributing/ Trafficking drug or controlled substance, look-alike, alcohol (Pol. 227)</li> <li>• Possession/Use of a tobacco(Pol. 222)</li> <li>• Threatening/Terroristic statements or actions (Pol. 218.2)</li> <li>• Unauthorized use of fire alarm system</li> <li>• Use of computer resources for obscene, threatening, violent or illegal purposes (Pol. 815)</li> <li>• Use of electronic device which may pose a danger to the safety of others (Pol. 237)</li> </ul>	<ul style="list-style-type: none"> <li>• Staff action</li> <li>• Referral to administration</li> <li>• Verification of offense</li> <li>• Student removal from situation</li> <li>• Student/Parent/ Guardian conference with administrator</li> <li>• Informal hearing</li> <li>• Police/Agency referral</li> <li>• Board hearing</li> <li>• Student Assistance Team referral</li> <li>• Drug/Alcohol evaluation</li> <li>• Mental health evaluation</li> <li>• Log of offense</li> </ul>	<ul style="list-style-type: none"> <li>• Administrative or Board probation</li> <li>• Expulsion</li> <li>• Police/Agency referral</li> <li>• Restitution for damage (replacement/repair of damaged property)</li> <li>• Suspension</li> <li>• Withdrawal of privileges</li> <li>• Alternative Education</li> <li>• Citation</li> <li>• School/Community service</li> </ul>

**DRESS CODE**

**1. APPROVED SHIRTS**

- Collared long or short sleeve polo shirt (solid colors or striped) with or without school logo – must be buttoned to base of neck.
- Button-down dress shirt (solid colors or striped) with or without school logo\* - must be buttoned to base of neck.
- Turtleneck/mock turtleneck (solid colors or striped) with or without school logo\*
- Sweatshirt, fleece, vest, jacket, or sweater (solid colors or striped) with or without school logo – without a hood or pockets may be worn over a polo or dress shirt. No lace or any shirt that does not meet the dress code should be worn over a polo.

**2. APPROVED PANTS-SHORTS-SKIRTS**



- Dress or casual pants in solid navy, black, brown, gray, or khaki (tan)
  - Capri pants or dress/casual shorts no more than 3 inches above the knee in solid navy, black, brown, gray, or khaki (tan)
  - NO yoga style/tight fitting (spandex) pants are permitted
  - Students will be permitted to wear skirts and jumpers that are knee length or longer in solid navy, black, brown, gray, or khaki (tan).
3. **APPROVED FOOTWEAR**
- Shoes, sneakers, boots, or dress sandals in predominantly white, blue, black, cordovan, or brown are permitted.
4. **APPROVED PHYSICAL EDUCATION CLASS ATTIRE (K-12)**
- Sweatpants, shorts, athletic pants, plain t-shirts, t-shirts with Spartan logo – NO other t-shirts with any writing/insignias are permitted on shirts.
  - In co-ed swimming classes, all students will need to wear a t-shirt over their bathing suits until entering the pool.
5. **APPROVED PURSES AND BACKPACKS**
- Students may carry purses during the day. Purses should not exceed 5"x7" in size.
  - If students are using backpacks to bring items from home to put in their locker for the day, they can be of any style (High School and Elementary)
  - If students plan on carrying their backpacks to classes throughout the day, rather than keeping them in their locker, the backpacks must then be clear or any mesh color.

\*Definition of logo: Spartan head with North Schuylkill insignia including any North Schuylkill-Spartan sponsored activity.

#### **GENERAL/ADDITIONAL INFORMATION REGARDING THE DRESS CODE**

Any manner of attire, appearance, or grooming which causes interferences with the learning process or creates classroom or school disorder shall be subject to disciplinary action according to the penalties set forth. This includes, but is not limited to the following:

- Tank tops, sleeveless tops, shells, mesh tops, sheer tops, lace tops, bare midriffs, sweatshirts/fleece with hoods or pockets or any other garments that expose the upper torso will not be permitted.
- Shirts shall not be see-through; any type of garment or clothing accessory worn underneath will not be visible through the shirt. Camisoles may not be visible.
- All shirts must have sleeves that cover the shoulders.
- Shirts should fit comfortably and should not be tight fitting or more than one (1) size larger than needed or extend no more than four inches (4") below the waist.
- Any shirt worn under the approved standard dress shirt may not be visible below the hemline.
- Garments worn so as to expose underwear will be in defiance of the dress code.
- Cargo or baggy-style pants/shorts are not permitted. Pants/shorts must be worn at the waist and fit comfortably.
- Excessively tight or baggy pants will not be permitted.
- Pants/shorts must be of an appropriate length as to not drag on the floor.
- Mesh shorts are only permitted for physical education class.
- Denim of any color is not permitted.
- Pajamas or flannel pants are not permitted.
- Flip flops, shoes with wheels, bedroom slippers, and shoes with heels in excess of two inches are not permitted.
- Hats, handkerchiefs, scarves, bandanas, headbands across the foreheads, arm bands, leg bands, chains, pins, safety pins, or sunglasses are not permitted.
- Ties must be solid colored or striped with or without the school logo.
- Clothing should be clean and free from tears, holes, and fraying.
- Outerwear, including vests and coats, or gloves with or without fingers are not permitted to be worn during the school day.

- Offensive tattoos must be covered.
- Accessories/apparel deemed to be distracting, disruptive, offensive in nature, or deemed to pose a danger to the safety and welfare of the student or to the other students or staff are not permitted.
- Spartan Spirit Days, which shall be designated by the building principals, will allow students to have the option to wear any Spartan/North Schuylkill short or long sleeve t-shirt or Spartan/North Schuylkill team uniform shirt with appropriate school standard dress pants/capris/shorts. If the uniform shirt is sleeveless, a shirt must be worn underneath.

## **DELEGATION OF RESPONSIBILITY**

Principals will use their discretion on any individual issues regarding the standard dress code including the designation of specific days that permit students to wear other types of clothing; all principals' decisions are final.

The administration of the North Schuylkill School District reserves the right to amend the dress code for clothing styles that become trends which are associated with anti-social behavior or have a disruptive influence.

Any student who violates the school standard dress code policy shall be subject to the following:

- **First Offense:** Notify parent/guardian to bring in appropriate clothing. Student will remain in the ALEP /ISS Room, until proper attire is provided by the parent/guardian.
- **Second Offense:** Parent/Guardian meeting is required. Students will remain in the ALEP/ISS Room, and will be assigned detention.
- **Third Offense:** Parent/Guardian meeting is required. Student will be assigned a Saturday detention, or such other appropriate discipline as determined by the building principal
- **Further Offenses:** Parent/Guardian meeting is required. Student will be assigned Out of School Suspension.

Repeated violations of the standard dress code shall be treated as disruptive behavior as noted in the discipline policy.

## **STUDENT GUIDELINES CONCERNING APPROPRIATE HAIR AND DRESS**

Student's hair shall be kept clean and well groomed at all times. It is the position of the North Schuylkill School District that these guidelines are in place to insure the safety of all students, as well as to provide a positive learning environment for all students that is free from disruption and distractions from the learning process.

1. Safety concerns regarding the length of hair includes: the ability to see a student's eyes - hair worn covering a student's eyes will be construed as a safety hazard.
2. Spiking of hair and other types of distracting hair styles are not permitted.
3. Accessories/jewelry worn in piercings may be worn only in the ears. Accessories/jewelry worn in facial piercings must be removed. Clear plastic spacers may be placed in piercings. Students in violation of this policy will face disciplinary action.

Any violation of this piercing/jewelry policy will be subject to disciplinary action according to our dress code policy.

## **GENERAL POLICY**

### **ASSEMBLIES**

At all times a student's behavior should be refined and courteous. An indication of the cultural level of a school is the conduct of the student body at an assembly. Whether guests are present or not, each student is personally responsible for the impression made by the school as a whole. Unacceptable conduct includes whistling, uncalled for clapping, boisterous behavior, sleeping, use of cell phone, reading books and talking during a program. These types of behavior may result in disciplinary action.

### **BOOK BAGS**

Students will be permitted to carry only clear and/or mesh book bags and/or gym bags throughout the day. Regular book bags and gym bags must be kept in students' lockers throughout the school day. Non-compliance with this policy will result in disciplinary action.

## **BOOK LOSS AND DAMAGE**

School books are loaned to students and become their responsibility until returned to the teacher. A record is kept of the number of each book distributed to students. Students must make restitution for any loss or damage that occurs to the book.

## **BRING YOUR OWN DEVICES (BYOD)**

Electronic communication devices will follow Board Policy 237 and students must submit the Student Electronic Communication Devices Permission Form.

## **CAFETERIA PROCEDURE**

The school cafeteria is maintained as a vital part of the health program of the school. To encourage good nutrition, a well-balanced lunch is offered at a reasonable price. All students must abide by the following rules while in the cafeteria at all times.

1. Report to the cafeteria on time. Tardiness will not be tolerated and may result in disciplinary action.
2. No backpacks or other bags allowed in the cafeteria.
3. Beverages brought in to the cafeteria must be in unopened cans or unopened bottles of water. (NO HIGH CAFFEINE / ENERGY DRINKS, e.g. Monster, Red Bull, Amp)
4. No student is allowed to go through the serving line a second time until all students have been served once.
5. Form and maintain single file lines at all times when entering the serving area.
6. Follow proctors' directions regarding seating (assigned seats). They will let you know when to get in line and when to leave.
7. Stay at your assigned table or booth. Do not visit other tables without permission from the proctors.
8. Do not yell or shout while in the cafeteria.
9. Deposit all litter in wastebaskets. Students having litter on or around their table will be expected to pick it up prior to being dismissed, whether they are responsible for it being there or not.
10. Return all trays and utensils to the dishwashing area.
11. Wait for the proctor to dismiss you.

## **DANCES**

Eligibility for dances and Junior/Senior Prom:

1. All 9th -12th grade students of North Schuylkill Jr.-Sr. High School are eligible to attend the Winter Semi-Formal.
2. All Juniors and Seniors of North Schuylkill Jr-Sr High School are eligible to attend the Jr-Sr Prom.
3. Freshman and Sophomores invited by a Junior or Senior of North Schuylkill Jr./Sr. High School are eligible to attend Prom.
4. Young men and women who have graduated and students from a high school other than North Schuylkill are eligible to attend if they are asked by a Junior or Senior from North Schuylkill Jr./Sr. High School. Guests must be under the age of twenty-one (21). The North Schuylkill Jr./Sr. High student is responsible for the conduct of his/her guest. If a student attends another school, the Date Request Form must also be signed by the principal from that school.
5. Students who wish to bring a student who does not attend NS to the prom, must get the Date Request Form approved by the principal prior to purchasing a ticket. The building Principal shall determine a non student's eligibility based upon the available information.
6. Students who anticipate attending the prom, winter semi-formal or 7th and 8th grade dances must enroll in the North Schuylkill Random Drug Testing by October 1st in order to attend the S.A.D.D. Winter Semi-Formals and by March 1st to attend the Prom.
7. Excessive absence from school could prevent a student from attending the prom. Approval would be needed and would be at the discretion of the principal.

## **EDUCATIONAL TRIPS (ALSO COLLEGE VISITS)**

The North Schuylkill Board of Education believes that students must be in regular attendance in order to benefit fully from the educational programs and services offered by the North Schuylkill District.

Students and parents are encouraged to schedule educational trips and tours when school is not in session. Parents who are planning to take their children on an educational trip during the time that school is in session may request an excused absence if the following conditions are met:

1. The pupil's parents or guardian submits to the principal's office, at least one week prior to the trip, a written request for excusal on a district form (available in the school office).
2. The student presents, to each of the student's teachers, a written request for assignments expected to be completed during the period of the student absence.
3. The parent or guardian accepts total responsibility for the education of the student during the period of absence.
4. The student completes the educational trip assignment requested by the school principal and hands in this assignment to the high school office after completion of the educational trip.
5. A total of 10 days may be approved. A student must not have a record of excessive absences.

The North Schuylkill School District will not approve any educational trips during the first two weeks of school or during the last two weeks of the school year, or during 7-12 mid-term exams.

## **HALL PASSES**

When students use the halls other than to pass to classes, they shall have a yellow hall pass signed by their teacher. The yellow hall pass must have the date, destination, time leaving and/or arriving, and their teacher's signature.

## **LIBRARY**

The purpose of our library is to provide educational materials and information needed by our students for curriculum, personal knowledge and general reading in both written and electronic form. Everyone must follow procedures established by the library aide.

## **LOCKERS**

Each student will be assigned to a school locker at the beginning of the school year. No student may change lockers without permission. Students are responsible to keep their locker clean and will be held responsible for costs associated with damage to the locker they occupy for the school year. No more than two students are permitted to a locker. **NEVER SET YOUR LOCKER.** Students setting lockers may face disciplinary action. **THE SCHOOL IS NOT RESPONSIBLE FOR ANY STOLEN PROPERTY FROM THEIR LOCKERS.**

Students are permitted to use their lockers in the morning before first period class, after 3<sup>rd</sup> period class, before / after lunch, and at the end of the day. Students must have all books and supplies with them for their morning classes. After lunch students must have their books and supplies with them for their afternoon classes. Students will not be permitted to go to their lockers between classes. Lockers are school district property and subject to searches at any time.

## **LUNCH ACCOUNTS- MYSCHOOLBUCKS**

Cafeteria lunch accounts must be paid through a MySchoolBucks account online. The cafeteria will not accept cash to pay for lunches. MySchoolBucks is a secure, online payment service provides a quick and easy way to add money to your student's meal account using a credit/debit card or electronic check. This service allows you to deposit money directly into your child's school meal account and view balance/purchase information for the past ninety days. You can also view recent purchases, check balances, and set-up low balance alerts for free. Please visit [www.myschoolbucks.com](http://www.myschoolbucks.com) to register your child's account.

## **MONEY AND VALUABLES**

The school district will not be responsible for the personal property of pupils, employees, or other personnel using the school facilities. Articles of clothing, jewelry, money, and any other items of the personal nature or constituting personal property are the responsibility of the student, employee or person while he or she is in the school facility. Students should be reminded not to leave money and/or valuables in an area that is unattended.

## **PHYSICAL EDUCATION DRESS**

Students should wear special clothing suitable for the activity of physical education class. Students are required to wear sneakers for all physical education classes. Students are required to change when they are scheduled for swimming. If a student chooses to use a locker, they will be given the option of purchasing a combination lock from the physical education department at a cost of \$4.00. The \$4.00 fee will be refunded at the end of their senior year if they wish to return the lock. Students are encouraged to keep all personal property locked at all times. Once physical education class begins, all locker rooms will be locked until class ends. Therefore, students reporting to physical education class who wish to change should be on time. If a student is absent or does not participate in physical education, they are able to make up that class. Students must participate in 2 make-up sessions to receive credit for one class. They are to schedule make-up sessions with their physical education teacher. Students may sign up for the activity 3:10 p.m. bus if they need transportation home.

## **SCHOOL HEALTH PROGRAM**

The school health program considers the physical well-being of the students and his/her education for healthful living. Services provided include but are not limited to physicals, eye screening, and hearing testing.

Except in case of extreme emergency, students should report to their classroom teacher for a pass before reporting to the nurse.

All medication both over the counter and prescription that must be taken during school hours must be given to the school nurse before homeroom. Prescriptions must be in the labeled container from the pharmacy. The prescription container must be in a sealed envelope with the parent's/guardian's signature across the sealed area. The student's name and the number of pills must be written on the envelope. Students are not allowed to take or possess medication of any type during school hours without the nurse's knowledge.

PA State law prohibits the dispensing of any medicines (aspirin, Tylenol, Midol, etc.) directly by school officials without written permission from a parent or guardian. For prescription medication, the name of the prescribing physician must be included in the written consent form.

## **SEARCH POLICY**

The North Schuylkill School District has a vested interest and a responsibility in protecting the health, welfare and the safety of all students, staff and the public in maintaining discipline in the classroom and on school grounds. Accordingly, students and their personal belongings may be searched by school administrators where the school administrator has determined that a reasonable suspicion exists that a student is in possession of illegal substance, weapons, or other materials which are prohibited by school district policy, rules, or regulations by law.

## **STATE ASSESSMENTS**

Students will be administered PSSA tests and/or Keystone Exams. Testing dates, years and subjects will vary based on a student's grade level and schedule. Individual student assessment results will be provided to students and/or parents as per FERPA requirements. Parents may request, in writing to view the test materials for religious beliefs/religious exception. Written requests should be given to the applicable school principal.

## **STUDENT INSURANCE**

Each year the opportunity is given to students to purchase low-cost group insurance which provides protection in the event of an accident in school, going to and from school, or for any scheduled school activity. A full explanation of the coverage provided is included in the brochures distributed by the company and made available to each student. All students are encouraged to take this insurance. In addition, a whole year, 24 hour plan is also available.

Since the school is not liable for injuries incurred during the normal school day, including physical education classes and intramural sports, parents should determine whether their own insurance covers the costs associated with such injuries when deciding whether or not to purchase this insurance.

Students who participate in athletics and band are covered by an All-Sport Policy purchased by the school.

## **TRANSPORTATION (SCHOOL BOARD POLICY #810)**

Transportation is provided for all children who do not live within reasonable walking distance of the school or must cross busy or unsafe roadways. The following rules are designed to serve as guides to ensure safe transport to and from school. Inappropriate behavior on the bus will result in disciplinary action that may include suspension of bus riding privileges.

The North Schuylkill School District through its administration and teaching staff advocates and supports good discipline throughout the educational environment, when it is administered fairly and taken through the proper channels. Whenever there is a discipline problem on a district vehicle (bus, van) which cannot be immediately resolved by the bus or van driver, the driver will report the student(s) committing the offense to the high school or elementary principal for disciplinary action. The bus driver is the responsible adult in the supervisory role on the bus from the beginning to the end of the trip.

## **GRADUATION REQUIREMENTS**

All students must be eligible for a diploma in order to participate in graduation exercises. To be eligible, a student must complete all graduation requirements prior to the date of commencement. All North Schuylkill Jr.-Sr. High School Seniors are eligible for the graduation awards regardless of race, religion or residence. Please refer to the Course Selection Guide for information regarding specific graduation requirements.

## **CLASS DUES AND FUNDRAISING PROCEDURES**

### **FRESHMAN CLASS**

The freshman class has an opportunity to participate in fundraising activities during his or her 9th grade year in order to offset the cost of the junior class dues. If a student chooses to participate in the fund raising activities during his or her 9th grade year, the profits earned will be applied to his or her junior class dues.

### **SOPHOMORE CLASS**

The sophomore class has an opportunity to participate in fundraising activities during his or her 10th grade year in order to offset the cost of the junior class dues. If a student chooses to participate in the fund raising activities during his or her 10th grade year, the profits earned will be applied to his or her junior class dues.

### **JUNIOR CLASS**

The junior class dues are \$65.00 per student. Juniors will have the opportunity to participate in the various fundraisers throughout the year to offset or cover the total cost of the class dues. If a student's profit exceeds \$65.00 during his or her junior year, the profit will be applied to his or her senior dues.

In order to receive a senior class sweatshirt, each junior student is required to earn or pay their \$65.00 dues by the end of his/her junior year.

### **SENIOR CLASS**

The senior class dues are \$65.00 per student. Seniors will have the opportunity to participate in the various fundraisers throughout the year to offset or cover the cost of the class dues. The senior class dues provide each student with a year book, cap and gown, tassel, diploma cover, and flower for graduation.

\*Any additional profits earned by a student throughout his or her sophomore, junior, or senior year that exceed the required class dues of \$130.00 (total of junior and senior dues) will be applied to cover the cost of his or her prom ticket only. Profits earned by one student can't be shared with another student or be used to pay for his or her prom date's ticket. All additional profits earned become part of the class treasury, which are used to cover the additional class expenses for graduation.

### **COMMUNITY SERVICE**

Please refer to the Course Selection Guide for information.

### **STUDENT GRADUATION PROJECT**

Please refer to the Course Selection Guide for information.

# **SPECIAL EDUCATION / GIFTED PROGRAMS**

## **NORTH SCHUYLKILL SCHOOL DISTRICT**

### **ANNUAL PUBLIC NOTICE OF SPECIAL EDUCATION PROGRAMS AND SERVICES AND GIFTED EDUCATION PROGRAMS**

#### **1. INDIVIDUALS WITH DISABILITIES EDUCATION IMPROVEMENT ACT OF 2004**

The North Schuylkill School District is required by the Individuals with Disabilities Education Improvement Act of 2004 (“IDEA”) to provide a free, appropriate, public education (“FAPE”) to “children with disabilities.” Pursuant to the IDEA, students are considered to be children with disabilities if they need special education and related services and have one or more of the following physical or mental disabilities:

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

The IDEA further requires the provision of FAPE to children with disabilities between the age of three and the school district’s age of beginners known as “eligible young children.” The Schuylkill County Intermediate Unit provides early intervention services and programs to eligible young children located within the North Schuylkill School District. Children who are developing more slowly than other children their age may need Early Intervention Services. Delays in the following developmental milestones can alert parents to the potential need for Early Intervention Services:

1. Physical Development (ability to move, see, and hear)
2. Language Development (ability to talk or express needs)
3. Social and Emotional Development (ability to relate to others)
4. Self-Help Development (ability to eat, dress, and take care of themselves)
5. Cognitive Development (ability to think and learn)

Parents who feel their young child may not be reaching developmental milestones should contact the Schuylkill Intermediate Unit at 544-9131 x 1229 for the purpose of screening, evaluation and appropriate program and services if necessary. Eligible young children are afforded the same rights as school age children.

#### **2. SERVICES FOR PROTECTED HANDICAPPED STUDENTS**

The North Schuylkill School District must provide services to and may not discriminate against “protected handicapped students” in accordance with Section 504 of the Rehabilitation Act. A protected handicapped student is a student who has a physical or mental impairment which substantially limits one or more major life activities, has a record of such an impairment or is regarded as having such an impairment. Protected handicapped students may qualify for special services to ensure equal opportunity to participate in the school program and extracurricular activities to the maximum extent appropriate for the individual student.



### **3. GIFTED EDUCATION**

In Pennsylvania, school age students qualify to receive specially designed instruction when they have been identified as “mentally gifted.” A student is mentally gifted when he or she has outstanding intellectual and creative ability that requires specially designed programs or support services not ordinarily provided in the regular education program. The North Schuylkill School District will determine whether a student is mentally gifted based upon multiple criteria, including I.Q. score. The determination of gifted ability will not be based on I.Q. score alone.

### **4. SCREENING AND EVALUATION**

The North Schuylkill School District uses procedures to help identify children who may qualify for services, including parent/teacher referrals, review of student records and screening for hearing, vision and speech and language problems. Pre referral intervention through the Instructional Support Team Process is available in grades K through 6, along with Shield/SAP Team interventions in grades K through 12. If you believe that your child may be eligible for special education and related services, or gifted education screening and evaluation services designed to assess the needs of your child and his/her eligibility are available to you at no cost. You may request screening and evaluation at any time, whether or not your child is enrolled in the district’s public school program.

Requests for screening and evaluation may be made in writing to the District address or to your child’s building principal. All requests will be kept confidential.

### **ENGLISH AS A SECOND LANGUAGE/ LIMITED ENGLISH PROFICIENCY**

The North Schuylkill School District shall provide a program for each student whose dominant language is not English for the purpose of facilitating the student’s achievement of English proficiency and the academic standards. The program shall include bilingual - bicultural or English as a Second Language Instruction. More information about ESL/ELL procedures can be obtained in the NSHS Special Education Office.

## **STUDENT SERVICES**

### **GUIDANCE PROGRAM**

The Guidance Program is a service that assists students to develop to the maximum of their ability; not only educationally, but also vocationally, personally and socially. Some young people need a great deal of individual help in order to make the most of the group opportunity the school offers. The school, likewise, needs special knowledge of the pupils in order to make the school experience of real value to them. The center of the Guidance Program is the pupil, whatever his or her need, and it is for this reason that the guidance staff places its major emphasis on individual student conferences, assistance in course selection and aiding students with future career plans.

There are three guidance counselors available to assist students. Although students are called to the Guidance Office throughout the school year, they are encouraged to stop at any time and arrange for a personal conference. Conferences can be held to discuss progress reports and report card grades, the interpretation of testing a student has taken (aptitude, achievement, intelligence) and/or social/adjustment concerns a student may have. During the first marking period the guidance counselor will meet with all 7th grade students in order to ensure that their transition to the Jr./Sr. High School setting is going smoothly. Also, the desire of the counselors is to be of service to the parents. Students or parents can make parental conferences, which the counselors welcome.

### **POST HIGH SCHOOL EDUCATION PLANNING**

Students planning to further their education beyond high school should make their choices as soon as possible. An early selection will enable the counselors or assist students in making a wise choice of subjects. Students who narrow down potential choices for post-secondary education should also consider consulting the office of admissions, catalogs, or web-pages of those institutions to ensure that courses taken satisfy the entrance requirements that most post-secondary schools have. Your counselor can help you make these contacts.

The College Board examinations should be taken in March or May of the junior year and again in either November or December of their senior year. You should see your counselor regarding testing dates and you can also consult the College Board's website at [www.collegeboard.com](http://www.collegeboard.com).

It is also advisable for juniors to take the Preliminary Scholastic Aptitude/National Merit Scholarship Qualifying Test in October. Information concerning college or technical school admission and the College Board and American College Tests is available in the Guidance Office.

## **EDUCATION GRANTS AND FEDERAL BASIC EDUCATIONAL OPPORTUNITY GRANTS (PHEAA/BEOG)**

Information about PHEAA Grants is available in the NSHS Guidance Office.

## **FINANCIAL AID/SCHOLARSHIPS**

Information about Financial Aid/Scholarships is available in the NSHS Guidance Office.

## **STATE STUDENT LOAN GUARANTY/PHEAA**

Information about state student loans/PHEAA is available in the NSHS Guidance Office.

## **STUDENT ASSISTANCE TEAM - SAP TEAM**

The student assistance program is designed to help students who are experiencing disciplinary, personal, family, social, or chemical dependency problems that may interfere with academic performance. The team is composed of teachers, administrators, the school nurse, guidance counselors and at least one non-school professional with experience in the mental health and/or chemical dependency field. The team meets every week. Anyone who has a concern including students can refer a student to the team.

### **SAP TEAM MEMBERS**

Dr. Robert Ackell  
Mr. Ken Roseberry  
Mrs. Liza Ulceski  
Mr. Knute Brayford  
Mr. Michael Evans  
Mrs. Nicole Leiby  
Mrs. Leah Briggs  
Mr. Joe Tomtishen  
Ms. Melissa Lorady  
Mr. John Cuthie  
Mrs. Megan Kunkel  
Mrs. Michelle Misiewicz  
Mrs. Lynn Minalda  
Mrs. Judi Rakowsky  
Mrs. Tammy Sausser  
Mrs. Pamela Snyder  
Mr. Ty Wartman  
Mrs. Christine Russell  
Mrs. Renata Blozousky  
Ms. Sue Prushinski  
Ms. Ann Subick





