

Panther Valley High School Student Handbook



(2010-2011)

This Handbook belongs to:

Name: _____ Grade: _____

Superintendent's Message

Dear Students, Parents, Guardians, and Staff,

Greetings! On behalf of the Board of School Directors and the Administrative Team I would like to introduce you to the Panther Valley School District Student-Parent Handbook. We strive to create a positive and purposeful environment for the students of Panther Valley. This handbook is a guide to the policies and procedures that our Administrative Team utilizes throughout the District. Our goal is to address all issues and concerns fairly and consistently based on the policies and procedures established by the Board of School Directors.

Education and discipline are a shared responsibility between the students, parents, teachers, and administrators. Please read the handbook and maintain it for your future reference. It is not all inclusive, but covers a majority of the concerns students and parents routinely have. We look forward to a successful school year and the exciting opportunities that a fresh start always brings.

Yours in Education,

Rosemary Porembo,
Superintendent

ALMA MATER

Alma Mater, listen Mother,
As we sing thy praises grand!
O noble queen of Panther Valley
Fairest high school in the land.
Thy sons and daughters stand
together
Pledging all our love forever
Loyal we will always be.
O dearest Panther Valley High
School Mother
Hail, all hail to thee!

SCHOOL COLORS

Back, Gold, and White

Thy black and white and
golden banner,
Proudly waves on high thy
name
As we thy children fondly
gather
E're to tell the world thy
fame
To all bring honor to thy
glory
Dedicated we will be
O dearest Panther Valley
High School Mother
Hail, all hail to thee!

MASCOT

Panther

Panther Valley School District is an equal opportunity educational institution. The district does not discriminate on the basis of race, religion, age, color, national origin, sex, age, handicap, or limited English proficiency in its activities, programs, or employment practices as required under Title VI, Title IX, and Section 504, and the Americans with Disabilities Act of 1990.

Special needs students may qualify for special educational/employment services and equipment modifications. These services will assist students in successfully completing their educational programs and in participating in school activities.

For information regarding civil rights or grievance procedures, and special services for special needs students, contact Mrs. Rosemary Poremba, Superintendent and Coordinator of Title IX, Title VI, Section 504, and the Americans with Disabilities Act of 1990 at the Panther Valley School District Office, (located on Route 209 between Lansford and Nesquehoning) 1 Panther Way, Lansford, PA 18232 (570)645-4248

NOTICE TO PARENTS

Dear Parent or Guardian:

Please be advised that Act 29 of 1995, which was signed by Governor Ridge revises the penalties for school truancy as follows:

- The law raises the fine placed on parents for each truancy up to \$300.00 and requires parents to pay court costs. Children and Youth is notified and attends each truancy hearing. Both the truant child and the parents have to appear at the hearing by the District Justice. If the parents show that they took reasonable steps to ensure the attendance of the child and were innocent of enabling the truancy, they will not be convicted of the summary offense. If they are not convicted and the child continues to be truant, the child will be fined up to \$300.00 and be assigned to an adjudication alternative program and given community service.
- Other provisions allow the District Justice to suspend a sentence given to the parent or child if the child is no longer habitually truant. A District Justice may order the parents to perform community service for up to six months. The law also grants to state, municipal, port authority, transit authority, housing authority, or school police officers, the same arrest powers as attendance officers and home school visitors.
- In addition, Act 29 removes from truant juveniles their vehicle operating privileges for ninety (90) days for a first offense and six (6) months for a second, while juveniles who are unlicensed are prohibited from applying for a learner's permit for ninety (90) days for the 1st Offense and six (6) months for a 2nd Offense, commencing upon their 16th birthday.

If you have any questions contact your school principal or truant officer.

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*Please see the Panther Valley School District website
for complete policies at <http://www.panthervalley.org>*

DISTRICT OFFICE PERSONNEL

Administration

Superintendent

Mrs. Rosemary Porembo

High School Principal

Mr. Joseph A. Gunnels

Technology Coordinator

Mrs. Janet Fisher

Business Manager

Mr. Kenneth Marx

Middle School Principal

Mrs. Lisa Mace

Cafeteria Manager

The Nutrition Group – Mrs. Vicky Stahr

Maintenance Supervisor

Mr. George Krajnak, Jr.

Elementary Principal

Mr. William Lombardo

Truant Officer

Mrs. Gail Yasson

Members of the Board of Education

President

Mr. Jeff Markovich

Treasurer

Mr. Anthony DeMarco

Members

Mr. R. Mickey Angst

Mr. Dave Hiles

Mrs. Koreen Nalesnik

Vice-President

Mr. William Hunsicker

Secretary

Mrs. Donna Trimmel

Mr. Anthony Pondish

Mrs. Irene Genther

The Panther Valley School District Board of Directors meets the second and fourth Thursdays of every month at 7:00 p.m. in the Board room located at the Panther Valley Middle School. Parents and community members interested in the education of our children are encouraged to attend.

ABSENCE DURING FINAL EXAMS

If, due to illness, a student is unable to come to school before, during or after an assigned midterm, final and/or AP exam period, it is necessary that the grade level office be contacted prior to the start of the examination the day of the exam, and followed up with a doctor's excuse or parental note verifying the illness. All unexcused absences will result in a 0 for the exam grade. Any other reasons for not attending an examination must be cleared, in advance, with the principal. Failure to comply with this procedure will result in the absence being designated as unexcused and the examination will not be allowed to be made up.

ACCIDENT REPORT – STUDENTS

The following procedure is recommended when a student is hurt in school:

1. All students are to be sent to the nurse or main office.
2. All school, school grounds, or bus related student accidents should be reported to the school nurse, supervisor in charge of activity, and to the principal. This should be done regardless of the degree of injury.
3. Accident forms are to be filled out and submitted to the office.

The following procedure is recommended when a student is hurt during a sport practice or game.

1. All students are sent to the Athletic Director/Coach/Athletic Trainer.
2. All accidents are to be reported regardless of the degree of injury.
3. Accident forms are to be filled out and submitted to the office.

ARRIVAL AND DISMISSAL

Students who walk, drive or who are transported to school by their parents should leave home so that they arrive at the school 10 minutes before school begins.

At times throughout the year, there are scheduled early dismissals. Parents will be notified of specific early dismissals through notices sent home with their child or through publications in the area newspapers.

Emergency dismissals are announced on the following radio and television stations: WLSH, WMGH, WKRZ, WNEP Channel 16, WYOU-22, WBRE-28, WFMZ-69 and, BRCTV-13.

ARRIVE:

7:25 AM TO 8:35 AM - Tardy

8:25 AM TO 10:45 AM - ½ day absent

LEAVE:

Leave before 10:45 AM – ½ absent

Depart after 12:35 PM – full day present

Doctor appointments are encouraged after the school day ends. However, if this is not possible, a student who leaves and returns within a 1-1/2 hour and brings back a **DOCTOR'S NOTE** will not be charged with an absence.

TARDINESS TO SCHOOL

Unless you are in your homeroom and seated by 7:35 A.M., you will be considered late to school. If you arrive late, report directly to the office and a completed tardy slip will be given to you.

Students who report to school late after the first hour and a half of the school day will be considered tardy and a half day absent. Only excuses received from a doctor, dentist or a parent in relation to a religious holiday will be considered a legal tardiness to school. For students who report to school after that time without an “acceptable excuse,” will be considered unexcused and will receive an illegal absence.

Students will be allowed three tardies to school for each semester of the school year. Beginning with the fourth tardy, students will be subject to the following progressive discipline.

1. Fourth offense will result in two hours Saturday detention.
2. Fifth offense will result in two hours Saturday detention and loss of driving privileges for the balance of the semester or a minimum of nine weeks, whichever is longer.
3. Sixth offense will result in four hours Saturday detention and a loss of driving privileges for the remainder of the school year.
4. Seventh offense will result in one-day out-of-school suspension. Forfeit any/all extra-curricular activities for a period of time determined by the principal.
5. Eighth offense will result in two-day out-of-school suspension. Forfeit any/all extra-curricular activities for a period of time determined by the principal.

6. Ninth offense will result in three days out-of-school suspension. Forfeit any/all extra-curricular activities for a period of time determined by the principal.

Further offenses will result in out-of-school suspension at the discretion of the principal, the truant officer or any designated school official. ***Students who fall under these guidelines will also forfeit the right to participate in any/all extra-curricular activity or sport for a period of time determined by the principal.***

Students who report to school late after the first hour and a half of the school day will be considered a half day absent and is also tardy. Only excuses received from a doctor, dentist or a parent in relation to a religious holiday will be considered a legal tardiness to school. All appointments are subject to verification. For students who report to school after that time without an “acceptable excuse,” that half day for the absence will be considered an unexcused and illegal absence.

If a student is absent from school for any part of a school day or tardy after 8:35 AM of the school day, he/she may not attend or participate in extra-curricular activities or sporting events scheduled for that day. This will include any games, practices, clubs or organizations.

The only exceptions will be the following: a religious holiday, a doctor or dentist appointment and driver’s test or eye examination for a driver’s test. Upon arrival to school, the late student must present either an excuse from the doctor or dentist or, in the case of the driver’s examination or eye test, a note from the examining officer. The note must state the time the student left the office or testing center. Students are encouraged to make personal appointments on their own time and not on school time. Any exceptions to the above regulations will be handled on an individual basis by the principal.

Doctor appointments are encouraged after the school day ends. However, if this is not possible, a student who leaves and returns within a 1-1/2 hour and brings back a DOCTOR’S NOTE will not be charged with an absence. The Doctor’s note must have it stated that the patient was too physically or mentally ill to attend school, when the student was seen with the date, time of appointment and time leaving the office on the slip. Please remember that you are required to attend school prior to and return after all appointments. Excessive absences (18) and tardies (3per semester), will require the student to make appointments after school hours. Prior permission must be granted by the principal for any exception or unusual circumstances.

REGULAR SCHOOL ATTENDANCE - IT’S THE LAW

Regular attendance is essential to success in school. Attendance records are a very important part of a student’s permanent record, which is kept in the office files. Business and industry carefully examine the school records of applicants for employment. Those with records of excessive absences are considered undependable and poor prospects for employment. The school recognizes its responsibility of cooperating with the home to encourage regular daily attendance. Parents are asked to call before 9:00 A.M. when a student will be absent. If a parent does not call, the school will usually attempt to contact the home to check on the absence. Parents are asked to notify the school of additional cell or work numbers to contact them of the absence.

PLEASE CALL 570-645-2171-EXT. 8 TO REPORT ABSENCES OR ADDITIONAL CALL NUMBERS

The following attendance policy is designed to encourage communication with the home concerning student attendance. The action steps to be followed are:

1. **All excuses must be turned in within three (3) days of returning from being absent; this includes parental and/or required doctor's notes. A doctor's note may be required for admission to school any time the school authorities deem it necessary. Doctor's notes will always be required after three (3) consecutive days of absence. If written excuses are not turned in within this time frame, the day(s) of absence will be considered unexcused or illegal. The Doctor's note must state that the student was seen with the date, time of appointment. Parents may be cited and fined according to Act 29. Unexcused absences will result in disciplinary action. A student will receive four (2) hours of detention for every day listed as unexcused.**
2. When a student acquires ten (10) days absence, a letter with a copy of the attendance policy will be sent to the parent/guardian. A doctor's excuse for subsequent absences will be required. SAP Referral
3. At any time during the school year if your child has 3 unlawful absences, you will be sent an official notice of absence letter. Any future illegal days, the district will prosecute through the office of the District's Magistrate under the PA School Code 13-3333.
4. When a student acquires eighteen (18) days absence, the student and parents or guardian will be offered a due process hearing by a review committee consisting of the principal, school disciplinarian, guidance counselor, school nurse and/or truant officer.
5. If it is determined that no extenuating circumstances exist, upon reaching the nineteenth (19) absences, the student may be required to repeat the educational program.
- 6.

The review committee may exercise the following options:

1. Grant credit for the course because of medical reasons, provided the student has successfully met all other requirements.
2. Withhold course credit.
3. Recommend to the Superintendent that the student be expelled for the remainder of the school year. (Board action required)

Note: If course credit is withdrawn, a student will remain, under normal circumstances, in the classes to which he/she is assigned.

Days of suspension (involuntary absence) will not be included in the absence plan.

Students also may be required to submit a doctor's note at the sole discretion of the school district at any time. Students may not sign their own excuses even if they are eighteen years old. Receiving a written excuse from a parent does NOT in itself qualify the absence as excused. The absence must be for a legal reason according to the school code and school board policy.

Compulsory Education

Section 1327 of the PA School Code states, "Every child of compulsory age (8-17 years old) having a legal residence in the Commonwealth, as provided in the article, and every migratory child of compulsory age, is required to attend a day school in which the subjects and activities prescribed by the standards of the State Board of Education are taught in the English Language".

The following reasons as found in Chapter 11, Pupil Attendance of the Regulations of the State Board of Education of Pennsylvania, are the only reasons for an approved temporary absence from school:

Acceptable Reasons for Absences or Lates:

1. Illness
2. Death in the family
3. Emergency at home (provided Attendance Office is notified with Administrative approval)
4. College Interview (provided prior approval is obtained by Guidance counselor)
5. Military Recruiting Function (provided prior approval by Guidance counselor or ROTC officer)
6. Medical/Dental appointments (subject to verification by Attendance)
7. Official Religious holidays
8. Pre-approved Educational Trip (Request must be submitted to Superintendent's office)
9. Permit/Driver's License (1/2 day excuse only)

Unacceptable Reasons

1. Absence through parental neglect
2. Missed bus
3. Overslept
4. Shopping
5. Unapproved appointments
6. Working
7. Truancy
8. Vacation/Tours/Trips (without prior approval)
9. Absence on day after a suspension is completed
10. Car problems

EXCESSIVE "EXTENDED" WEEKENDS OR HOLIDAYS (DAYS BEFORE AND/OR AFTERWARDS) WILL BE BROUGHT TO THE PRINCIPAL'S ATTENTION.

Participation in ALL extra-curricular activities and sports:

A student will not be permitted to participate or attend any extra curricular activities or sports event on that day when he/she is tardy and does not arrive to school prior to the end of 1st period. The only exceptions will be the following: a religious holiday, a doctor or dentist appointment, and driver's test or eye examination for a driver's test. Upon arrival to school, the late student must present either an excuse from the doctor or dentist or, in the case of the driver's examination or eye test, a note from the examining officer. The note must state the time the student left the office or testing center. Students are encouraged to make personal appointments on their own time and not on school time.

If a student is tardy after the end of the 1st period of the school day, comes in late or leaves sick he/she may not attend or participate in extra-curricular activities or sporting events scheduled for that day. This will include any practices, clubs or organizations.

Students that also come to school late or go home early for being sick from school may not participate in activities on that day.

* The HS Prom is considered to be a school sponsored event/extra-curricular activity and is subject to all eligibility requirements based on academics, discipline, and school attendance. Students that do not meet all requirements will not be permitted to attend.

Absences due to TRUANCY are unexcused with no make-up privileges. A doctor's note may be required for admission to school at any time the school authority deems it necessary and must be presented within three days of the request. Failure to comply will cause the absence to be recorded as unexcused.

Each unexcused truancy will result in:

1. Parental notification for each unlawful absence and a referral to the Student Assistance Team (SAP).
2. Once three days of unlawful absences are compiled the student will receive one day of ISS and a first offense notice will be served to the parent.
3. Any unlawful days following the notice will result in citations being issued to both parent and student over the age of 14 in accordance to Act 29.
4. Referral to the **Office of Children and Youth Services**.

Charter/Cyber School Enrollment

Any student applying to enter a charter/cyber school must attend school daily. Until Panther Valley High School receives official notification of acceptance from the charter/cyber school the student is expected to attend school. Anytime during the waiting period that the student is absent without a valid excuse, the absences will be considered illegal and the truancy policy will be enacted.

IF YOU HAVE ANY QUESTIONS OR CONCERN'S REGARDING YOUR CHILD'S ATTENDANCE PLEASE CALL THE HIGH SCHOOL OFFICE AT 570-645-2171.

BUS DISCIPLINE

1. Purpose

Appropriate behavior on the buses, which provide transportation for students, is important for two reasons. This bus discipline code has been developed with these two purposes in mind:

1. Inappropriate behavior can result in safety hazards not only for the individual student, but also for other students on the bus.

2. Socially unacceptable behavior can infringe on the rights of other individuals.

Since the bus and its safe operation are the responsibility of the driver, he/she is also fully responsible for its riders, over which he/she has the same authority as a classroom teacher. However, it must be remembered that the riders or pupils, as the case may be, are under the same obligation as they are in school-to obey and follow the rules and regulations of the bus discipline code.

The purpose of school transportation is to transport students and materials necessary for school activities. However, only articles that may be held on the student's lap or stored under the bus seat will be transported on the bus.

Typical infractions have been divided into three levels of increasing severity. Corresponding to these three levels are the three degrees of disciplinary action. Each level will be explained in detail with the disciplinary action that will result.

2. Guidelines-Disciplinary Action Schedule For Buses.

LEVEL I – These offenses include, but are not limited to, the following:

1. Littering on the bus.
2. Eating food including candy, drinking beverages or chewing gum.
3. Moving from seat to seat or up and down the aisle while the bus is in motion, standing or sitting in an unsafe manner.
4. Spitting.
5. Tussling.
6. Failure to comply with the reasonable request of the driver.
7. Putting the head or other parts of the body outside of the bus.
8. Abusive language/gestures to others.
9. Use of water propellants.
10. Throwing things on the bus or out of the bus.
11. Misconduct at the bus stop.

LEVEL II – These offenses put the safety of the bus and its passengers in immediate danger. They include, but are not limited to, the following:

1. Vandalism – restitution will be required, in addition to bus discipline code enforcement.
2. Insubordination – defined as blatant/overt act of disrespect to the driver and/or continued non-compliance to driver requests.
3. Fighting.
4. Smoking (possession or use of tobacco-smoke or smokeless). In addition, charges are filed with the district magistrate for violation of Act 145-PA. C.S. 6306.1.
5. Entering or leaving the bus via the emergency exit without permission.
6. Interfering with the bus (example: failure to properly exit the bus; putting things under the wheels; hitting the side of the bus; tampering with equipment).
7. Harassing or aggravating other students.

Enforcement

High School Students

Level II bus violations may be treated as a Level II discipline code violation.

LEVEL III – These offenses are of extreme danger and include, but are not limited to, the following:

1. Possession, consumption, sale, distribution, transfer, or being under the influence of drugs and alcohol.
2. Physical attack on the bus driver (hitting, kicking, punching, slapping, pulling hair, etc.).
3. Hitting the driver with a thrown object or throwing an object, which constitutes a safety hazard.
4. Tampering with or operating the emergency door except in cases of emergency.
5. Leaving or entering the bus via the emergency exit while the bus is in motion.
6. Tampering with the bus controls.
7. Endangerment to health, safety, and welfare of students and/or the bus driver. Behavior in a manner that would distract the driver – such as yelling, pounding on the walls, floors or ceiling of the bus.

Enforcement

A student who becomes a discipline problem on the bus CAN be deprived of the privilege of riding on the bus. The Disciplinarian will handle ALL discipline offenses. A copy of all offenses will be sent home to the parent/guardian. When a student is written up for misconduct, the Disciplinarian will review the referral. He/she will determine the course of action taken depending on the level of misbehavior.

The consequence can vary from talking to a student, detention, meeting with parents/guardians to losing the privilege of riding the bus anywhere from 3 to 10 days. If a student does lose his/her privilege of riding, the parent/guardian would then be responsible for getting their child To/from School. If the child does not come to school it will be treated as an illegal absence.

Vocational Technical School Bus

Violations of the bus discipline code that occur on the vocational-technical school bus will be handled through the school district discipline code. The above policy does not in any way abrogate the right of the school district, the bus company, and/or the bus driver to charge for the cost of repairs, or to file civil or criminal charges before the appropriate legal authorities.

School Code 510, 1317, 1318

PA Code – Title 22; Sec. 12.3, 12.5, 12.33

SAFETY RULES FOR STUDENTS WHO RIDE SCHOOL BUSES

Parents are encouraged to talk with their children regarding bus safety, behavior at bus stops and while riding a school bus. The following items should be discussed. Students should:

- a) Walk on the left side of the road facing traffic when going to the bus stop; always use assigned bus stops and stand off the roadway while waiting.
- b) Plan to be at the bus stop five minutes before the scheduled pickup time.
- c) Respect the property of others-lawns, trees, nearby fences, etc.
- d) Wait to get on the bus until it has come to a complete stop and the red lights are flashing.
- e) Wait for a signal from the driver before walking across the road to get to the bus.
- f) Always look both ways and listen for oncoming vehicles before stepping onto the road.
- g) Follow the instructions of the driver promptly and respectfully. The driver is in charge of the bus and reports to the school principal.
- h) Accept seat assignments when the driver assigns seats.
- i) Remain seated while the bus is in motion-facing forward.
- j) Keep hands, feet, and head inside the bus at all times.
- k) Avoid unnecessary conversation with the driver or any motions or actions that may distract him/her.
- l) Observe “classroom” conduct while in the bus. Loud talking, shouting or turning around to call the people in other sections of the bus can be very disturbing to the driver.

BUS TRANSPORTATION

Bus transportation is provided for all students who live within the busing boundaries of the district. Bus schedules are posted at the school entrance before the opening of school and published in The Times News. Questions concerning busing should be directed to the transportation department in the Business Office of the school at 570-645-3176. Any questions, which cannot be resolved at that level, will be referred to the Business Manager. Proper student behavior on the bus is expected at all times to insure the safety of all children. Improper behavior may result in temporary or

permanent suspension. Permission to changes buses **will not be permitted**. Bus overload must be of prime concern, since it involves the safety of students and is prohibited by law. A student riding on a bus other than his/her assigned bus will be subject to disciplinary action. Before getting on and after departing a school bus, parents assume responsibility for the transportation and/or well being of the child.

CAFETERIA-LUNCH PERIOD REGULATIONS

Students are assigned to one half-hour lunch period each school day. Lunch periods are scheduled periods and students are expected to arrive on time. Once students enter the cafeteria they are to be seated in the assigned seating area. The lunchroom monitor(s) will notify the food servers when the students are ready to be served. Lunch monitors will then dismiss individual tables in an orderly fashion to form the serving lines. No rude or discourteous behavior toward the cafeteria staff or students dining in the cafeteria will be tolerated.

Eating is permitted only in the cafeteria. A student who brings his/her lunch or buys a lunch must eat in the cafeteria. The food service department makes available well-balanced meals. Snacks and drinks are also available for purchase in the cafeteria. Students are allowed to charge only one meal. If payment is not received, the student will not be served lunch until the balance is paid. Students who owe money are not allowed to purchase any ala carte or snack items. Free or reduced price lunches are available to qualified families. Request forms for free and reduced price lunches are available in the high school office.

No food or beverages are to be taken out of the cafeteria. Students must remain in the cafeteria during the lunch period. Students that receive a pass to use the lavatory must have it signed with the date and time recorded. Students will return the pass to the lunch monitor when they return to the cafeteria.

CANCELLATION/DELAY OF SCHOOL & ACTIVITIES

Severe deteriorating weather conditions may require that school be canceled or that opening be delayed. Announcements to this effect will be broadcast on the media mentioned under Emergency School Closings. Usually, delayed school opening occurs during the winter months when weather is unpredictable. Parents should allow for the necessary transportation adjustments, etc. Students, Teachers and Staff will be contacted via the “Alert Now System” when school is delayed or will not be open due to weather conditions. Parents are asked to complete a new form each year with updated contact information. When school is dismissed early because of inclement weather, all school activities (including athletic practices and games) will be cancelled for the day.

Panther Valley High School Bell Schedule

Period	A Schedule	Period	B Schedule	Period	C Schedule
Arrival	7:00 – 7:25	Arrival		Arrival	
HR/ One	7:30 – 8:13	HR/ One	7:30 – 8:13	HR/One	7:30 – 8:13
Two	8:16 – 8:59	Two	8:16 – 8 :59	Two	8:16 – 8:59
Three	9:02 – 9:45	Three	9:02 – 9:45	Three	9:02 – 9:45
Four	9:48 – 10:41	Four	9:48 – 10:41	Four	9:48 – 10:31
Lunch	10:34 – 11:04	Five	10:34 – 11:17	Five	10:34 – 11:17
Five	11:07 – 11:50	Lunch	11:20 – 11:50	Six	11:20 – 12:03
Six	11:53 - 12:36	Six	11:53 – 12:36	Lunch	12:06 - 12:36
Seven	12:39 – 1:22	Seven	12:39 – 1:22	Seven	12:39 – 1:22
Eight	1:25 – 2:10	Eight	1:25 – 2:10	Eight	1:25 – 2:10
Tutoring	2:10 – 2:25	Tutoring	2:10 – 2:25	Tutoring	2:10 – 2:25

One Hour Delay/ Compressed Missed Period will be rotated each time.

8:25 – 9:05 - -Homeroom/Period 1
 9:08 – 9:48 - -Period 2
 9:51 – 10:31 - -Period 3
 10:34 - 11:14 - Period 4 **1st Lunch**
 11:17 – 11:57 - Period 5 **2nd Lunch**
 12:01 – 12:41 - Period 6 **3rd Lunch**
 12:44 - 1:24 - Period 7
 1:27 - 2:10 - - Period 8
 2:10 – 2:25 - -Contractual Tutoring

Two Hour Delay Schedule Missed Period will be rotated each time.

9:25 – 10:00 - -Homeroom/Period 1
 10:03 – 10:38 - -Period 2
 10:41 – 11:16 - -Period 3
 11:19 - 11:44 - Period 4 **1st Lunch**
 11:47 – 12:22 - Period 5 **2nd Lunch**
 12:25 – 1:00 - Period 6 **3rd Lunch**
 1:03 - 1:38 - Period 7
 1:41 - 2:10 - - Period 8
 2:10 – 2:25 - -Contractual Tutoring

CELLULAR PHONES AND PERSONAL EQUIPMENT OR MATERIAL

Students will be permitted to keep cellular phones secured in their locker, provided that the cellular phone is kept turned off during the school day. Students will not be permitted to carry cellular phones to classes for any reason. Students are not permitted to make phone calls, use text messaging, use entertainment applications or camera phone capabilities during school hours. Students engaged in any of the aforementioned activities will have their cell phone confiscated and receive appropriate discipline as per the progressive discipline policy.

Personal equipment such as i-pods, radios, walkman, cassette players, cameras, or any electronic devices, all types of cards (baseball, football, etc.) video games, pagers, toys, etc. are not allowed in school, except when prior written approval is given by a teacher for a specific project, program, or in conjunction with the curriculum. When approval is obtained, students must give the item(s) to the teacher for safekeeping until needed. Personal items brought to school without approval will be confiscated, turned-in to the office, and the student may receive disciplinary action.

Panther Valley School District is not responsible for any damaged lost, stolen or missing cell phones /electronic devices.

CONSUMING FOOD/DRINK IN CLASSROOMS/HALLWAYS

In order to maintain a neat, clean and safe learning environment students will not be allowed to eat or drink in the building's classrooms and hallways. Eating is permitted only in the cafeteria. A student who brings his/her lunch must eat in the cafeteria. Ice cream, candy, drinks or other foods are not to be taken out of the cafeteria. Water bottles, travel mugs, soft drinks and snack foods are not permitted in hallways and classrooms.

CONTROLLED SUBSTANCES

The Board prohibits the use, possession and distribution of any controlled substances during school hours, on school property, and at any school sponsored event.

Definition of Terms is as follows:

Controlled Substances – shall include all look-alike drugs, any alcohol or malt beverage, anabolic steroid, any drug paraphernalia, any drug listed in Act 64 (1972) as a controlled substance, chemical, abused substance or medication for which a prescription is required under the law and or any substance which is intended to alter mood.

Examples of the above include but are not limited to beer, wine, liquor, marijuana, hashish, chemical solvents, drug paraphernalia, glue, look-alike substances, and any capsules or pills not registered with the nurse, annotated within the student's health record and given in accordance with the school district's policy for the administration of medication to students in school.

Student Assistance Program – a multidisciplinary team composed of professional school personnel trained to understand and work on the issues of adolescent chemical use, abuse, and dependency, and will play a role in the identification and referral process of students coming to their attention through the procedures outlined in this policy.

Possession – possess or hold with or without any attempt to distribute, any alcohol, drug substance determined to be illegal or as defined in this policy.

Uncooperative Behavior – is resistance or refusal, either verbal, physical, or passive, on the part of the student to comply with the reasonable request or recommendations of school personnel. Defiance, assault, deceit, and flight shall constitute examples of uncooperative behavior. Uncooperative behavior shall also include the refusal to comply with the recommendations of a licensed drug and alcohol specialist and/or faculty.

Drug Paraphernalia – includes any utensil or item that in the school's judgment can be associated with the use of drugs, alcohol or mood altering substances.

DRUG AND ALCOHOL

Any student, who sells, gives, possesses, uses or is under the influence of illicit drugs, narcotics, look-alike drugs and/or alcohol in or on school property, including buses and school grounds, or anywhere at a school sponsored activity will be subject to the Students Discipline and Conduct Code and District Drug and Alcohol Abuse Code. Parents should be familiar with the district's Drug and Alcohol Policy and its implications.

The Board requires that a student who, while under the school's jurisdiction, is found to possess, is observed to be under the influence of, use or abuse of alcohol or other drugs, narcotics, or substances believed by the student to be a drug or look-alikes, other health endangering compounds, or drug paraphernalia for the first time shall be subject to the following immediate actions: For subsequent offences please refer to Summarization of Drug and Alcohol Administrative Guidelines as set forth in student handbook.

1. Parents/Guardians shall be immediately contacted by the building administration and the student shall be sent home or removed from the school for medical attention if necessary. If the parents/guardians cannot be reached, the decision to get medical attention for the student or to isolate the student from other students shall be made by the school administration.
2. The police department having jurisdiction over the area in which the school is located may be notified by the Superintendent or designee and the student may be referred for appropriate action. (Please refer to Summarization of Drug and Alcohol Administrative Guidelines as set forth in student handbook.)
3. The student will initially be suspended for up to ten (10) days during which time an informal hearing will be scheduled. In addition, students will be subject to eligibility guidelines.
4. Within the first three (3) days of the suspension, preferably the day after the occurrence, an informal hearing will be held with the student, his/her parents or guardian, local police department representative, the school administration, and any other person who, in the judgment of the administration, could make contributions to aid in determining a course of action. As a result of the meeting, the district shall do one (1) or more of the following:
 - Refer the student to district personnel for counseling. Appropriate staff members may constitute one (1) or more of the following:
 - 1) Principal.
 - 2) School nurse.
 - 3) Student's guidance counselor.
 - 4) School psychologist.
 - 5) Other appropriately trained staff members selected by the principal.
- Recommend the student, under parental supervision; obtain assessment from an outside licensed professional resource. Confirmation of such contact shall be required to be submitted within a prescribed time to the school administration. Such confirmation shall include a signed consent for release of information to the treating resource and a copy of a written report with recommendations. Failure to comply within a prescribed time will be cause for additional days of this suspension to be required. The quantity of these required suspensions will be at the discretion of the principal.

- Full suspension for up to ten (10) school days.
- Referral to the district hearing committee for an expulsion hearing.
- Student is required to follow the Student Assistance Contract.
- Any other action determined appropriate by the situation.

The Board recognizes that a student who voluntarily comes, or is referred, to the principal seeking help and not under the immediate influence of, or transferring, or in the possession of alcohol or other drugs, narcotics, or substances believed by the student to be a drug, other health endangering compounds, or drug paraphernalia within the school, is not subject to the provisions of this policy, but will be provided with all appropriate help as defined in this policy.

Summarization of Drug and Alcohol Administration Guidelines

(Each situational category is continued on the next page)

	1	2	3	4	5	6	7	8	9
<u>Situational Category</u>	A student is suspected of possible drug or alcohol use.	A student contacts a staff member in regards to the drug or alcohol use of another student.	A student volunteers information about personal drug or alcohol use and asks for help.	The student has a drug or alcohol related emergency.	A student possesses drugs or drug-related paraphernalia.	A student uses or is under the influence of drugs or alcohol.	A student uses, possesses or is under the influence of drugs and alcohol at a school-related activity on or off school property.	A student is caught AGAIN in possession, use or under the influence of drugs or alcohol.	A student is distributing a drug, alcohol or controlled substance.
Immediate Action	Principal is summoned. - Staff member writes an anecdotal report of the incident. - Student is informed of the suspicion brought to the attention of administration.	The student who contacted the staff member is encouraged to get the student with a problem to personally seek assistance.	The student is informed of services available and encouraged to seek assistance.	The nurse will be summoned immediately. Student will be transported to medical facility. Principal is summoned. Staff member writes an anecdotal report of the incident.	Principal summoned. Paraphernalia is confiscated. Staff writes an anecdotal report of incident.	Principal is summoned. Staff member writes an anecdotal report of the incident.	Chaperone will contact the group advisor or principal.	Principal is summoned. Staff members write an anecdotal report of the incident.	Principal is summoned. Staff members write an anecdotal report of the incident.
Investigation	The nurse will be summoned	Limited to the staff member,	A staff member may	The Principal	The student, his/her locker,	The student, his/her locker,	The student and his/her	The student and his/her	The student and his/her

	immediately The student, his/her locker, and other possessions will be searched. Confiscation of substance.	although the counselor, nurse or principal may be contacted for assistance.	request advice from the nurse or principal.		and other possessions will be searched. Confiscation of substance.	and other possessions will be searched. Confiscation of substance.	possessions will be searched. Confiscation of substance.	possessions will be searched. Confiscation of substance.	possessions will be searched. Confiscation of substance.
Notification of Parents	Yes	Not applicable	Only with the consent of the student, unless there is clear and imminent danger.	In the case of a health problem or medical emergency.	Yes	Yes	Yes	Yes	Yes
Notification of Police	At the discretion of the principal or his designee based on student and/ or parental Cooperation.	Not applicable	Not applicable	Yes	Yes	Yes	At the discretion of the principal or his designee.	Yes	Yes, in order that they may take further action.
Disposition of Substance	Not applicable	Not applicable	Not applicable	Analysis will be made.	Analysis, if warranted.	Analysis will be made for possible use in further proceedings.	Analysis will be made for possible use in further proceedings.	Analysis will be made for possible use in further proceedings.	Analysis for use in further proceedings will be requested.

Discipline/ Rehabilita- tion	Referral to the SAP Team. Referral to principal and appropriate agency if there is evidence of further violation; see appropriate situational category.	None, Referral to the SAP Team.	None, Referral to the SAP Team.	Referral to principal and appropriate agency if there is evidence of further violation; see appropriate situational category.	Required meeting with principal /superintendent. If there is further violation, see appropriate situational category. Informal hearing 5-10 days OSS.	Informal hearing. 10 days out of school suspension. Required participation in a chemical abuse program. (If uncooperative behavior, possible formal hearing for expulsion from school).	The student may be sent home immediately at parent's expense or detained until a parent can accompany the student. Further discipline as provided by the appropriate situational category will be administered following the principal's investigation.	Informal hearing, 10 days out of school suspension. Formal board hearing for expulsion. The administration will request that conditions for the return to school following expulsion include an assessment by a licensed drug and alcohol facility and compliance with the recommendation of the facility.	Informal hearing, 10 days out of school suspension. Formal board hearing for expulsion. The administration will request that conditions for the return to school following expulsion include an assessment by a licensed drug and alcohol facility and compliance with the recommendation of the facility.
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DISCIPLINE PROCEDURE

The goal of the disciplinary policy is to achieve an efficient and orderly operation of the school. It attempts to eliminate disruptive behavior through a code that has built-in rehabilitative components and consequences. While discipline does not appear within the curriculum as a subject, it underlies the entire educational structure. Students are responsible for abiding by the rules and regulations of the Panther Valley School District. The Panther Valley Code of Student Discipline and Responsibilities, including the policies that address Drugs, Alcohol, & Tobacco; Weapons; Sexual and Racial Harassment; Bus and Cafeteria Behavior; and Internet and Software Usage pertaining to all students and lists the areas of violations and corresponding consequences. Expectations for discipline with the school as well as on the bus, at sporting events, and at extra-curricular activities are reviewed with students annually at the beginning of the school year. The Code is the following:

TO PRESERVE the optimum environment in which to deliver instructional services.

TO RESPOND to disruptive influences with corrective measures in a firm and consistent manner while attempting to correct deviate behavior and keep disrupters in school.

TO REMOVE, as a last resort, the disrupters from the educational environment so that the majority may pursue their educational goals in a positive and purposeful environment.

Every teacher in the public schools shall have the right to exercise the same authority as to conduct and behavior over the pupils attending this school, during the time they are in attendance including the time required in going to and from their homes, as the parents, guardians, or persons in parental relation to such pupils may exercise over them.

Every effort will be made to develop an approach to discipline which embodies fairness, firmness, and consistency. Should discipline problems occur, students are informed that the teachers initially shall meet this problem quickly and efficiently according to their own classroom management plans. These plans may include, but are not limited to any or all of the following: verbal reprimand/warning, student time-out, conferencing with student, guidance referral, behavior contract, phone call to parent, teacher-student-administrator conference, withdrawal of privileges, detention with teacher.

Should the problem persist or the severity of the misbehavior warrants it, the teacher/team will refer the student to the office. Should this prove unsuccessful, parents will be involved immediately. Outside resources may also be utilized (school psychologist, child guidance services, counseling agencies, etc.).

The following regulations are cited below with the appropriate disciplinary action in order to inform students and parents as to what is considered unacceptable behavior. Judgmental decisions are often necessary. This is not an all-inclusive list, and the administration reserves the right to judge actions and behavior which are not on this list but may be a threat to the safety and order of the school.

Consequences for disciplinary infractions may be a teacher/team detention, administrative detention, Saturday detention, in-school suspension, out-of-school suspension (depending on the circumstances and cumulative occurrences). Consequences may be compounded for subsequent misbehavior. In certain instances, **charges may be filed by School Administrators through the local magistrate.** In other instances, a student may be referred to the School Board for possible expulsion.

Students may be used as witnesses in hearings in certain incidents. Parents/Guardians will be notified no later than one week prior to the hearing date. The Building Administrator will excuse the student at the date and time of the hearing. A subpoena may be requested by the District Justice's office if the witness is hesitant about appearing for the hearing. **By signing the Handbook Form at the conclusion of this handbook you authorize your understanding of witness notification and the potential of prosecution through the magistrate's office.**

DETENTION PROCEDURES

GUIDELINES FOR DETENTION

Teacher detentions may be held Monday through Thursday from 2:10 P.M. - 2:25 P.M. at the Panther Valley High School or at the discretion of the principal until 3:25 PM.

Saturday detention will be from 8:00 A.M. until 12:00 P.M. Students will not be admitted after 8:00 A.M. The student is required to make transportation arrangements to and from Panther Valley High School in advance of the detention date. All school rules of the Panther Valley School District remain in effect during Saturday detention. Students are to have written and reading assignments sufficient for up to four hours. If the student is unable to make the scheduled detention, a parent or guardian must notify the school no later than two o'clock on the Wednesday before the detention to make other arrangements. Failure to report for detention will result in the following penalties:

1st cut – reassign detention and an additional 2 hour Saturday detention

2nd cut – assign student to one day of ISS

Emergencies will be handled on an individual basis. Any illness must be accompanied by an original doctor's note in order to be excused. Students working will not be an acceptable excuse for rescheduling a detention.

In-School Suspension (ISS)

The in-school suspension program is a disciplinary alternative designed to correct inappropriate behavior. Students who are assigned an in-school suspension are prohibited from participating in all school activities, during or after school hours during the suspension period. Administrative discretion may be used in assigning in-school suspension. Behavior that is considered inappropriate or merits that the student be excluded from the regular classroom setting will be considered when assigning in-school suspension.

Out-of School Suspension - A student on out-of-school suspension is returned temporarily to his/her home and placed in the custody of his/her parent(s) or guardian(s). During the period of suspension the student is required to spend the school day hours, 7:25 a.m. to 2:25 p.m. on the home premises. The student is also barred from involvement in any school sponsored activity, either as a participant or a spectator. Furthermore, the student must remain away from the school grounds throughout the duration of the suspension. The cooperation of the parents is requested in the enforcement of this policy. The student needs to complete all out-of-school suspension assignments. If the student has not completed the requested assignments, the student will not be readmitted. It is the student's responsibility to make up all tests and any other assignments missed during the out-of-school suspension period. After completion of the suspension, the student will be readmitted to school after a scheduled conference with the student, parent(s)/guardian(s) and the principal.

The reasons a student may be excluded from school shall include but are not limited to: disruption, violence, vandalism, dangerous or illegal acts, violation of the rights of others, and possession or use of alcohol, drugs, or tobacco on school property or at school sponsored activities. Persistent or flagrant violations may lead to long term exclusions.

Suspension is exclusion from school for a period of one (1) to ten (10) consecutive school days.

- a. Suspensions may be given by the principal or person in charge of the public school discipline.
- b. No student shall be suspended until the student has been informed on the reasons for the suspension, and has been given an opportunity to respond before the suspension becomes effective. Prior notice of the intended suspension need not be given when it is clear that the health, safety or welfare of the school community is threatened.
- c. The parents and the superintendent of the Panther Valley School District shall be notified immediately in writing when a student is suspended.
- d. When the suspension exceeds three (3) school days, the student and the parent shall be given the opportunity for an informal hearing consistent with requirements set forth in Section 12.0.
- e. Suspension may not be made to run consecutively beyond the ten (10) school day period.
- f. Students shall be permitted to make up exams and work when missed. It is the responsibility of the students to make all necessary arrangements and complete make-up work within a reasonable length of time under the direction of the teacher or the principal.
- g. A student that accumulates more than 3 days out-of-school suspension will be deemed ineligible for all activities for 45 school days from the date that the last suspension was assigned.

When students continually violate portions of the discipline code, the penalty will escalate. Students may be placed in Alternative Ed contingent on the situation. For example, if a student has been referred to the office five times during the school year for misbehavior or insubordination, the penalty will be escalated. Following eight hours of detention, the student will receive an in-school suspension for the next offense. Following three days of in-school suspensions, resulting from either the above process or offenses warranting classroom exclusions, a parent meeting will be held to discuss progressive discipline and subsequent out-of-school suspensions. Students who do not respond to the Panther Valley High School progressive discipline will be placed in an alternative education program. If the student fails to attend the Alternative Education program, the student will have an expulsion hearing with the school board of education.

At the end of the school year, students who have not completed their suspension or detention obligations will not be permitted to take final examinations. Students will have five (5) school days from the last day of the school year to complete suspension or detention obligations. Upon completion of these obligations, the student will be permitted to take their final examination. If a student refuses to make up detentions or suspension within the required time limit, the student will be retained in the current grade.

EXPULSIONS

1. Expulsion is exclusion from school by the board of education for a period exceeding ten (10) school days and may result in permanent expulsion from school. All expulsions require a prior formal hearing. Chronic violation by a student of school rules and/or offenses listed by board policy as suspendable may result in expulsion. In the case of a recalcitrant student, where the administrator has exhausted all possible means of improving the conduct and attitude of said student, it shall be the responsibility of the administrator to recommend to the superintendent that said student be expelled.
2. If, when expulsion proceedings are initiated, it is determined after an informal hearing that a student's presence in his or her normal class would constitute a threat to the health, safety, morals or welfare of others and it is not possible to hold a formal hearing within the period of a suspension, the student may be excluded from school for more than ten school days, provided the formal hearing is not unreasonably delayed. Any student so excluded shall be provided with alternative instruction.
3. Students who are less than seventeen years of age are still subject to the compulsory school attendance law even though expelled and must attend school. The responsibility for placing the student in school rests initially with the student's parents or guardians, through placement in another school, through tutorial or correspondence study or through another educational program approved by the superintendent. If the parent or guardian is unable to provide for the required education, they must within 30 days submit to the school district written evidence so stating. The district then has the responsibility to make some provision for the student's education. If none of these alternatives is acceptable, the school district may take action in accordance with the provision of Chapter 65 of the Juvenile Act, to insure that the student will receive a proper education.

HEARINGS

Education is a statutory right, and students must be afforded all appropriate elements of due process if they are to be excluded from school. In a case involving a possible expulsion, the student is entitled to a formal hearing, which is a fundamental element of due process.

FORMAL HEARING

A formal hearing is required in all expulsion actions. This hearing may be held before the full board of school directors, a duly authorized committee of the board, or a hearing examiner appointed by the school board. Whether the hearing is conducted by a committee of the board or a hearing examiner, a majority vote of the entire school board is required to expel a student.

- 1) The following due process requirements are to be observed with regard to the formal hearing:
 - a) Notification of the charges shall be sent to the student's parents or guardian by certified mail. In the event the certified letter is not accepted or picked up, the student's parents will be considered notified if the first class letter is not returned to the district.
 - b) At least seven (7) calendar days notice of the time and place of the hearing must be given.
 - c) The hearing shall be held in private unless the student or parent requests a public hearing.

- d) The student has the right to be represented by counsel at his or her own expense.
 - e) The student has the right to be presented with the names of witnesses against the student, and copies of the statements and affidavits of those witnesses.
 - f) The student has the right to request that any such witnesses appear in person and answer questions or be cross examined.
 - g) The student has the right to testify and present witnesses on his/her own behalf.
 - h) Proceedings of the hearing will be recorded by a stenographer. The student is entitled, at the student's expense, a copy of the transcript.
 - i) The proceeding must be held with all reasonable speed.
- 2) Where the student disagrees with the results of the hearing, recourse is available in the appropriate court of the Commonwealth. If it is alleged that a constitutional issue is involved, the student may file a claim for relief in the appropriate Federal District Court.

INFORMAL HEARING

The purpose of the informal hearing is to enable the student to meet with the appropriate school official to explain the circumstances surrounding the event for which the student is being suspended or to show why the student should not be suspended.

- A. The informal hearing is meant to encourage the student's parents or guardian to meet with the designated school official to discuss ways by which future offenses can be avoided.
- B. The following due process requirements are to be observed in regard to the informal hearing.
 - 1. Notification of the reasons for the suspension shall be provided in writing to the parents or guardian and the student by first class mail, and with a follow-up telephone call by the school district.
 - 2. Sufficient notice of the time and place of the informal hearing shall be given.
 - 3. A student has the right to question any witnesses present at the hearing.
 - 4. A student has the right to speak on his/her own behalf.
 - 5. The district shall offer to hold the informal hearing within the first five days of suspension.

STUDENT DISCIPLINE –

1. Purpose

The Board acknowledges that conduct is closely related to learning: an effective instructional program requires a wholesome and orderly school environment and the efficacy of the educational program is, in part, reflected in the behavior of students and employees.

2. Authority – SC510, Title 22, Sec. 12.3

The Board shall require each student of this district to adhere to the rules and regulations promulgated by the administration and to submit to such disciplinary measures as are appropriately assigned for infraction of those rules. The rules govern student conduct in school and during the time spent in travel to and from school. Any student disciplined by an employee of this Board shall have the right to notice of the infraction and a hearing before the building principal prior to being disciplined, and may appeal the determination thereof to the Superintendent.

3. Delegation of Responsibility – Title 22, Sec.

The superintendent shall promulgate rules and regulations for student conduct that carry out the purposes of this policy.

Title 22, Sec. 12.5(d) – In situations where a parent or the Board prohibits corporal punishment, reasonable force may still be used by teachers and school authorities under any of the following circumstances: (1) to quell a disturbance, (2) to obtain possession of weapons or other dangerous objects, (3) for the purpose of self-defense, and (4) for the protection of persons or property.

Delegation of Responsibility, Title 22, Sec. 12.3

The Superintendent shall publish and provide to all students and their parents the rules of this district regarding the code of student conduct and the sanctions, which may be imposed for breach of those rules. The Board shall adopt the Code of Conduct. A copy of such shall be made available in each school library and printed in student, parent, and employee handbooks.

The building principal shall have the authority to assign discipline to students, subject to the rules and regulations of the superintendent and to the student's due process right to notice, hearing, and appeal.

Sec. 1317 – Teaching staff members and other employees of this Board having authority over students shall have the authority to take such reasonable actions as may be necessary to control the disorderly conduct of students in all situations and in all places. When students are within the jurisdiction of this Board and when such conduct interferes with the educational program of the school or threatens the health and safety of others.

1. Guidelines

Disciplinary Action Schedule for Secondary Students

LEVEL I - Misbehavior that interferes with orderly classroom procedures or orderly operations of the school. These misbehaviors are usually handled by the individual in immediate authority or referred to the principal. These are examples and not intended to be an all-inclusive list.

Examples:

1. Inappropriate/loud behavior in hallways.
2. Use of profanity/off-color remarks
3. Bus problems.
4. Cafeteria/classroom misconduct
5. Cheating
6. Use of forged passes or hall passes abuse.
7. Inappropriate dress – obscene or dangerous
8. Defacing school property.
9. Late to school or class.
10. Violation of rules or conduct at extra-curricular activities (such as smoking, leaving building, throwing objects, fighting, drinking, etc.).
11. Unprepared for class – no books or supplies.
12. Loitering – such as roving the hallways, prolonged lavatory stays, etc.
13. Littering, intentional (cafeteria, hallways, classroom etc.).
14. Consuming or distribution of food or chewing gum in the hallways or classrooms.

Disciplinary Options

1. Notification of parents.
2. Special assignment.
3. Loss of Privileges – bus, games, cafeteria, dances, etc.
4. Payment of Damages.
5. Appropriate manual labor.

6. School punishment:
Minimum Detention
Maximum out-of-school suspension
7. Detention during lunch (1-3 days).
8. Counseling.
9. Issue a citation.
10. Detention after school.

NOTE: More than one option can be used if the situation demands.

LEVEL II

Misbehavior that disrupts the learning climate of the school. These misbehaviors are usually handled by the principal.

Examples:

1. Fighting.
2. Throwing objects.
3. Class cutting.
4. Truancy.
5. Driving violations.
6. Disrespect to persons in authority.
7. Excessive disciplinary referrals from teachers.
8. Leaving building without permission.
9. Public displays of affection.
10. Misconduct that endangers safety and well being of others.
11. Unmodified continuing Level I behavior.
12. Forged notes or any form of misrepresentation of documentation or identity.
13. Harassment/Bullying
14. Tussling.
15. Petty vandalism.
16. Aiding and abetting.
17. Possessing a radio/tape system, a Walkman device, radio, portable music system or telephone paging device is prohibited within the school during the instructional day.
18. Insubordination.
19. Damage of property.

Disciplinary Options

1. Notification of parents.
2. Loss of privileges.
3. Saturday detention

4. Out-of-school suspension.
5. Restrictive restroom passes.
6. Detention during lunch.
7. Notification of police.
8. *Issue a citation. (*Indicates Mandatory)
9. Detention after school.
10. Loss of driving privileges as per contract.

NOTE: More than one option can be used if the situation demands.

LEVEL III

Acts of violence, which results in injury to another person or damage to property or poses a threat to the safety of others in school and disrupts the educational climate of the school.

Examples:

1. Theft.
2. Verbal and/or physical assault.
3. *Possessing deadly or offensive weapons, or possession an edged instrument with the intention of causing bodily injury.
4. Arson or false alarms.
5. Bomb threats/terrorist threats.
6. Vandalism.
7. Controlled substance abuse (drugs, alcohol and tobacco) any associated paraphernalia.
8. Extortion.
9. Commission of other acts punishable under the PA Crimes Code.
10. Chronic disruptive behavior, continuation of Level I and II behavior.
11. Sexual Harassment/Racial Harassment.
12. Misuse of computer/Internet/software per policies.
13. Persistent Bullying and Abuse of Others.

Disciplinary Options

1. A first offense will result in a 1-10 day external suspension from school.
2. A second offense shall result in a 10-day external suspension from school. A Board hearing shall be held with administration recommendation for the exclusion of the student for the remainder of the school year, or for a longer period of time if a longer exclusion from school is warranted by the circumstances. The administrator may, if he/she considers the committing of offenses in this category serious enough to be a threat to the health, safety, or welfare of others, request Board hearing for exclusion of the student upon commitment of the offense for the first time. The administrator shall request a Board hearing for exclusion of the student upon commitment of the offense for the first time where the offense involves physical assault upon any employee of the School District.
3. Notification of police.
4. Issue a citation.

5. *It is a strict policy of the Panther Valley School District that there is a zero tolerance for weapons. The Provisions of the Gun Free Schools Act of 1994 are incorporated into and made part of this discipline code. Any violation of the provisions of this code in regard to weapons will require the District to expel from school for a period not less than one (1) year a student who is determined to have brought a weapon to the school. The Superintendent may modify such expulsion requirement for a student on a case by case basis as provided by the Gun Free Schools Act of 1994 as amended and within consideration of the provisions of the improving America's School Act and the Individuals with Disabilities Education Act. As well as the regulations adopted, from time to time under the Gun Free Schools Act as amended, and the regulations of the Pennsylvania Department of Education adopted pursuant of said Act.

*Indicates Mandatory Disciplinary Option.

NOTE: More than one option can be used if the situation demands.

Discipline Procedures:

Note: Any student subject to disciplinary action that involves his/her removal from the normal classroom environment is still required to demonstrate mastery of all subject matter for advancement to the next grade level.

Parents/guardians of said student shall be notified immediately by phone, if possible, and in writing when a student has been suspended internally or externally from class.

Definitions:

- A. Verbal Assault – Verbally offering to do immediate and/or future personal bodily harm to another or to his/her possessions by one in a position to carry out his/her threat and thereby putting another in fear of his/her safety.
- B. Insubordination – Refusing to follow a reasonable directive of either a school district professional employee or administrator acting within the scope of his/her authority.
- C. Fighting – Engaging in a fight or scuffle entered into a mutual consent.
- D. Theft – Withholding property from another permanently or for so extended a period as to appropriate the major portion of its economic value or with intent to restore only upon payment of reward or other compensation; or to dispose of the property so as to make it unlikely that the owner will recover it or any offense prohibited by Chapter 39, "Theft and Related Offenses", of the Pennsylvania Crime Code (10 C.P.S.A. ss3901 et. seq. And as may hereafter be amended).
- E. Physical Assault – Attempting to cause or intentionally, knowingly or recklessly causing bodily injury to another with a deadly weapon; (2) attempts by physical menace to put another in fear of imminent serious bodily harm; or (3) any offense prohibited by Chapter 27, "Assault", of the PA Crimes Code (18 C.P.S.A. ss2701 et. seq. And as may hereafter be amended).
- F. Deadly or Offensive Weapons – Any bomb, grenade, machine gun, sawed-off-shotgun, firearm, specially made or specially adapted for concealment or silent discharge; any blackjack, sandbag, metal knuckles, dagger, knife or razor or cutting instrument, the blade of which is exposed in an automatic way by switch, push-button, spring mechanism, or otherwise, or any other implement for the infliction of serious bodily injury and which serves no common lawful purpose. It shall include any instrument or object capable of inflicting harm and possessed by a student under circumstances showing an intent or likelihood that it would be used unlawfully.
- G. Vandalism – Damaging tangible property of another intentionally, recklessly, or by negligence in the employment of fire, explosive, or other means or recklessly or intentionally tampering with tangible property of another so as to cause or attempt to cause unjustified actual harm to tangible property of another.
- H. Extortion – Intentionally obtaining or withholding property of another by the threatening to (1) inflict bodily harm on anyone or commit other criminal activities; (2) accuse anyone of criminal offense; (3) expose any secret intending to subject any person to hatred, contempt or ridicule.

- I. Driving Violation – Any violation of the driving contract, as signed by the student, which is to include, but is not limited to, the following violations: Loitering in the vehicle, illegal absence from school, reckless driving, safety violation, lateness to school, driving without a permit, parking in an unauthorized area, would be subject to this Level II discipline violation as well as a loss of driving privileges as per the driving contract.
- J. Harassment of Others – Any violation of another students’ rights as prescribed in the student rights and responsibilities policy (physical and/or verbal harassment, mishandling other people’s property, intimidation of other students, etc.).
- K. Tussling – Hitting, shoving, punching, kicking, slapping, tripping, and/or grabbing another student.
- L. Petty Vandalism – Vandalism that has not permanently damaged school property (throwing clay, erasable writing in textbooks, etc...)
- M. Aiding and Abetting – Encouraging, assisting or covering up another student’s inappropriate behavior.
- N. Smoking – The Panther Valley School is a non-smoking zone. Any smoking or possession of tobacco in any building or upon any premises owned, maintained, or controlled by the Panther Valley School District is strictly prohibited. The provisions of the Panther Valley School District smoking policy, as well as the provisions of the “Clean Indoor Air Act” are incorporated into and made part of this discipline code.
- O. Weapons – Weapon as defined will not be limited to the following: knife, razor, ice pick, any explosive device of any kind, including firecrackers, tear gas canisters, smoke bombs or chains, loaded canes, sword, loaded or unloaded firearms, including pellet guns, B-B guns, bowie knife, dirk knife, lock blade, hunting knife or any other similar knife, implements capable of directly or indirectly inflicting bodily injury or other object that can be reasonably considered to be a “weapon” or dangerous instrument in any school building, on any school premises or on any school bus, on or off school grounds at any school activity, event or function held at or away from school. Any item or any object used to injure another person on one’s self is considered a weapon. Also any look alike is considered a weapon.
- P. Defacing school property and vandalism represents the same type of deviant behavior. For purposes of response, damages in excess of \$40.00 will generally be considered as defacing school property. In cases of less than \$40.00 in damages, the Administrator in classifying the action as vandalism based on extenuating circumstances, e.g., repeated offenses may exercise discretion. In all cases, however, restitution will be sought with the application of disciplinary action as stated in the policy.
- Q. Sexual Harassment shall consist of unwelcome sexual advances, request for sexual favors and other inappropriate verbal or physical conduct of a sexual nature. Sexual harassment may include but is not limited to: pressure for sexual activity; repeated remarks to a person with sexual or demeaning implications; unwelcome touching. A substantiated charge against a student shall subject that student-to-student disciplinary action including suspension or expulsion, consistent with the student discipline code.
- R. Racial Harassment shall mean unwelcome comments or conduct directed toward a person's race, color, or national origin.
- S. Terrorist Threat shall mean a threat to commit violence communicated with the intent to terrorize another, to cause evacuation of a building, or to cause serious public inconvenience, in reckless disregard of the risk of causing such terror or inconvenience.
- T. Terrorist Act shall mean an offense against property or involving danger to another person.
School Code 510, 1317, 1318; PA Code Title 22, Sec. 12.3, 12.5, 12.33
- U. Disorderly Conduct Sec: 5503
 - (a) Offense Defined – A person is guilty of disorderly conduct if, with intent to cause public inconvenience, annoyance or alarm, or recklessly creating a risk thereof, he/she:
 - (1) engages in fighting or threatening, or in violent or tumultuous behavior;
 - (2) makes unreasonable noise; **creates a disturbance**
 - (3) uses obscene language, or makes obscene gesture; or
 - (4) creates a hazardous or physically offensive condition by any act which serves no legitimate purpose of the actor.

- (b) Grading – An offense under this section is a misdemeanor of the third degree if the intent of the actor is to cause substantial harm or serious inconvenience, or if he/she persists in disorderly conduct after reasonable warning or request to desist. Otherwise disorderly conduct is a summary offense.
 - (c) Definition – As used in this section the word “public” means affecting or likely to affect persons in a place to which the public or a substantial group has access; among the places included are highways, transport facilities, schools, etc.
- V. Abusive Behavior – Malicious verbal or physical acts aimed at another student designed to intimidate that student and limit their full participation in the educational process/community.

DISPLAY OF AFFECTION

Panther Valley School District holds the firm opinion that school is not the appropriate place for displays of affection between students. Such displays are in poor taste and do not reflect proper respect for the individuals involved. Parental conferences may be scheduled and disciplinary responses directed at those students not willing to cooperate with this policy.

DISTRIBUTION OF LITERATURE

No pamphlets, posters, flyers or literature of any kind may be distributed or posted on the PVSD campus without the direct approval of the administration.

DRESS CODE

Student dress and grooming shall reflect appropriateness, cleanliness, and safety within the classroom and school activities. Student dress must not be in any significant way distracting to the educational activities of the school. The principal has the right to consider any article of clothing/student attire deemed inappropriate. In addition to the below, the administration reserves the right to make a decision regarding the appropriateness of student dress. Students are encouraged to make themselves familiar with the dress code in advance and contact administration if they are in doubt of the applicability of the code to certain articles of clothing. ***Violation of the dress code will result in disciplinary action beginning on the first day of school.***

Panther Valley School District

SECTION: PUPILS No. 221

TITLE: DRESS AND GROOMING

ADOPTED: December 4, 2008

REVISED:

221. DRESS AND GROOMING	
1. Purpose	<p>The Board of School Directors recognizes the right of every student to freedom of expression both in speech and the wearing of apparel as guaranteed by the U.S. Constitution and the U.S. Supreme Court.</p> <p>The Board also recognizes its paramount obligation to provide for the health, safety and welfare of the students who attend its schools.</p> <p>The Board further recognizes its responsibility to maintain a positive learning environment in the schools under its jurisdiction and to minimize the opportunity for student distraction and/or disruption.</p> <p>The Board believes that a policy of uniform dress will address the issues related to the health, safety, and welfare of the students attending schools and will further aid in the maintenance of a positive learning environment.</p>
2. SC 1317.3	<p>The Board has the authority to impose limitations on students' dress in school</p>
3. Authority Title 22 Sec. 12.11	<p>The Board authorizes the Superintendent to enforce school regulations prohibiting student dress or grooming practices which:</p> <ul style="list-style-type: none">- Present a hazard to the health or safety of the student to himself or to others in the school.- Materially interfere with schoolwork; create disorder or disrupt the educational Program.- Cause excessive wear or damage to school property.- Prevent the student from achieving his/her own educational objectives because of blocked vision or restricted movement. <p>Students may be required to wear certain types of clothing while participating in physical education classes, shop classes, extra-curricular activities, or other situations where special attire may be</p>

<p>4. Delegation of Responsibility Pol. 325, 425, 525</p> <p>5. Guidelines</p>	<p>required to ensure the health or safety of the student.</p> <p>Students have the responsibility to keep themselves, their clothes, and their hair clean. School officials may impose limitations on student participation in the regular instructional program where this is evidence that the lack of cleanliness constitutes a health hazard to the education process. The Superintendent shall develop procedures to implement this policy which designates the building principal to monitor student dress and grooming in his/her building and instruct staff members to demonstrate by example wholesome attitudes toward neatness, cleanliness, property, modesty, and good sense in attire and appearance.</p> <p><i>Parents must be mindful that dress, which may be distracting or disruptive to the learning process, will not be tolerated. Any student violating this dress code will be considered insubordinate and dealt with according to the following penalties:</i></p> <p>First Offense – Notify parents to bring in appropriate clothing. Student will remain in an area designated by the principal until proper attire is provided by the parent.</p> <p>Second Offense – Parent meeting is required. Student will remain in an area designated by the principal and assigned detention.</p> <p>Third Offense – Parent meeting required. Out-Of-School suspension will occur.</p> <p>Repeated violations of the standard dress code shall be treated as disruptive behavior as noted in the discipline policy.</p> <p>School administrators have the final responsibility for interpretation and enforcement. School administrators may give permission for students to dress outside the parameters of the dress code guidelines on planned occasions. Examples may include, but are not limited to, Spirit Days, Read Across America Day, Picture Day, Incentive Days, JROTC Activities.</p> <p><i>The following dress and grooming guidelines shall apply to all students in grades K through 12:</i></p> <p>All Students in grades K through 12 shall be subject to a uniform dress code consisting of:</p> <ul style="list-style-type: none"> - Solid Khaki, Grey or Black full-length pants or capri pants (Guideline #1) - Solid Khaki, Grey or Black skirts or jumpers (Guideline #2) Solid Khaki, Grey or Black shorts are permitted in Grades K-5
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- Solid colored shirt (Guideline #3) Black, Gold, White or Grey
- No Black on Black

Guidelines:

1. Pants will be straight-legged dress or casual slack in above listed colors. Pants May **not** be of the cargo or carpenter style with pockets below the hips, loops, Straps, elastic ankles or other comparable adornments. Pants must be worn at the waist and fit comfortably. Excessively tight or baggy pants will not be permitted. Pants must be of an appropriate length so as to not drag on the floor. Garments worn so as to expose underwear will be in defiance of the dress code.
2. Students are permitted to wear skirts or jumpers that are knee-length or longer in above listed colors. Students in grades K-5 are permitted to wear shorts that are knee-length or longer in above listed colors.
Pants, capri pants, shorts, skirts or jumpers made of Denim and/or leather material may not be worn.
3. Shirts will be collared, long or short-sleeved, pullover, or golf-style, appropriately sized, buttoned to the base of the neck and of solid color. Students may opt to wear a dress shirt, appropriately sized, buttoned to the base of the neck and tucked in. Students may wear solid turtleneck or crewneck shirts under the regulation shirt or a full torso sweater or a cardigan sweater. See-through shirts are **not** permitted to ensure garments or accessories worn underneath are not visible. Students may also elect to wear the turtleneck shirt as the primary garment. All shirts must have sleeves, which cover the shoulders. Tank tops, sleeveless tops, shells, mesh tops, sheer tops, bare midriffs or any other garment that expose the upper torso will **not** be permitted. Hooded sweaters are **not** permitted. Only Panther Valley logo is permitted, which measures no larger than 3"x 4" on the left chest panel.
4. For safety reasons the School District reserves the right to insist upon age appropriate footwear. Shoes will be brown, black, tan or burgundy with matching laces. Shoes must be close-toed. Shoes with excessive heels, boots, and sandals are prohibited. All footwear must have a back, which secures the shoe to the foot. Sneakers are permitted and must be predominantly white, black, brown or tan. Socks may be grey, black, brown, tan or white. If the footwear is designed to have laces, the laces must be in the footwear and

tied. No flip-flops.

5. There shall be no clothing worn with messages, written or symbolic, pertaining to but not limited to drug, alcohol, or tobacco messages, references to illegal substances, implications of an obscene or sexual nature, negative comments about another's culture, references to racist or hate groups, or violence.
6. Mutilation of clothing, which includes purposely cutting holes or tearing required clothing will **not** be permitted.
7. Jewelry and other adornments:
 - a. The district recognizes the right of the students to wear jewelry and other adornments. However, certain jewelry and other adornments and the manner in which they are worn or displayed, may not be appropriate under certain circumstances, and may pose a danger to the safety and welfare of the student or to the other students or staff and may pose a threat to or interruption of the education process.
 - b. In the case of the day-to-day school environment, the administration and/or teaching staff may require that the students remove any jewelry and other adornments which might reasonably be considered as posing a threat to the safety of the student, other students or staff, or as posing a threat to or interruption of the education process.
 - c. Earrings and body rings worn at locations other than the ears are not allowed. Specifically, those worn in the nose, eyebrow, tongue, cheek, or any other visible location besides the ears is **not** acceptable.
 - d. The piercing body parts and the insertion of jewelry or other objects which result in bleeding, oozing of bodily fluids or other physical condition which may reasonably pose a danger to the student or others is considered inappropriate and unacceptable.
 - e. There shall be no chains worn other than those designed as a necklace or bracelet.
 - f. Hair coloring of a fluorescent or non-typical color shall not be permitted.
 - g. Hats, handkerchiefs, or other similar head wear may not be worn in the

school building during regular school hours except for religious or health reasons.

h. Sunglasses are not permitted inside the building unless required by an attending physician.

i. Accessories deemed to be distracting, disruptive or offensive in nature are prohibited.

8. Clothing should be clean, not excessively stained or faded, tidy and free from tears, holes, and fraying.

9. Upon enrollment in the Panther Valley Area School District, new students will be granted a grace period of two weeks before being required to conform to the dress code.

10. Due to the educational environment at the elementary level and requirements for Physical Education and other activities such as recess, students in grades K-5 will be permitted the following accommodations: sneakers will be permitted; knee-length shorts will be permitted; and boots will be permitted in inclement weather.

Physical Education Class: students in grades K-5 will be permitted to wear Sweat suits of Black, Gold, Grey or White.

Exemption Procedure

If the parent of a student or the student has what they consider to be a bonafide religious belief which precludes strict adherence to the Dress and Grooming Guidelines, the student's parent(s) must fill out the appropriate waiver form (Religious) and submit all other documentation reasonably required by the Administration to establish their objection.

Parents requesting an exemption from these guidelines will be required to meet with the Superintendent or his/her designee to discuss the guidelines and the nature of the objection necessitating a waiver. Following this meeting, the Superintendent shall render a written decision, approving or denying, the requested waiver.

If the parents do not agree with the Superintendent's decision, the parents may request, in writing, a nonpublic meeting with a designated Policy Committee of the Board of Education. The decision of the Policy Committee following this meeting shall be in

	<p>writing.</p> <p>Any exemption from these guidelines granted by the Superintendent or the designated Policy Committee of the Board of Education shall be limited to the minimum variance from the guidelines necessary in light of the specific, bonafide religious belief, which precludes strict compliance. The exception as allowed will be clearly stated.</p> <p>Any exemption granted will apply only to the current school year. If an exemption for a subsequent year is requested from a parent whose child was enrolled at the conclusion of the previous year, the applications for exemption must be submitted to the Superintendent prior to July committee meetings. This procedure shall ensure a decision on the application for exemption prior to the beginning of the first student day of the school year.</p> <p><u>Economic Hardship</u></p> <p>Any parent whose child(ren) is deemed to suffer as a result of a perceived economic hardship is directed to complete a Request for Waiver (Financial) form and submit it through the Office of the Principal. Such cases will be reviewed case by case.</p>
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DRIVING/PARKING

Driving to school is a privilege and thus students should maintain good conduct and attendance in order to allow this privilege to continue. Students that drive to school and exceed three lateness' per quarter will have their driving privileges suspended for the remainder of that quarter. Students are to park in the lower parking lot. Students will be required to complete a permit application from the office during the first two weeks of school or for those students getting their license during the school year, they are asked to complete a form on the first day of parking on school grounds. The permit must be displayed on the back of the vehicle in order to be identified.

Note: Cars parked on school property are subject to search at the discretion of the Administration. The District reserves the right to search vehicles which are on school property which are owned by or are in the possession or control of the students, to discover or confiscate any prohibited materials, where there is reasonable suspicion that a substance or object is present which is illegal, contraband, or which poses a threat to the health, welfare or safety of the school community.

EXTRA-CURRICULAR ACTIVITIES (ALL- INCLUDING SPORTS)

Extra-curricular activities are those in which do not fall within the scope of regular curriculum, but are approved student activities connected with the school. This would include all school/-community partnerships, clubs, organizations, sporting activities, and the Prom.

P.I.A.A. ELIGIBILITY

Prior to participation in any interscholastic competition, it is required that P.I.A.A. Certificate of Eligibility forms are completed and delivered to all opponents. These forms must be filled out by the coaches and must include the name of the athlete, date of birth, place of birth, date of enrollment for the current school year, number of seasons of competition, number of semesters of attendance beyond eighth grade, and, for wrestling only, the certified minimum weight class. The above information must be submitted to the Athletic Director two weeks prior to the start of the regular season.

Attendance

All students must be in school by 8:30 AM regular schedule or 10:30 AM on a two hour delay schedule to compete in or attend any extracurricular activities for that day. Exception: Excused by doctor's appointment. Professional documentation required. Any student missing five days during the quarter will become ineligible for the remainder of the quarter. Any student missing 18 days for the year becomes ineligible for the remainder of the year. Exception: Prolonged medical use or National or International meetings or events.

Academics

Any student failing a combination of two credits for the week will be ineligible for the following week (Monday through Sunday). In order to be eligible for interscholastic athletics and or any activities, a pupil must not be failing two (2) or more full credits during the previous week or marking period, except as provided in Article IX, Section 5. *Article IX, Section 5: Use of final credit at the end of the school year. At the end of the school year, the student's final grades in his/her credits for the last marking period shall be used to determine his/her eligibility for the 1st marking period of the next school year. In cases where a student's work in a preceding marking period does not meet the standards provided above, said student shall be ineligible to participate in interscholastic athletics for at least fifteen (15) school days of the next marking period. ***Students are encouraged to use the after-school tutoring programs available at the high school.***

Attendance eligibility

A student who is absent on a school day or goes home sick is not eligible to participate on that day. A student who arrives 60 minutes or more late to school shall be considered tardy, and is ineligible on that day.

Detention

Any student accumulating 5 days of detention per quarter will become ineligible for participation for the remainder of the quarter.

Suspension

Any student accumulating 4 days of Out-Of-School Suspension will be ineligible to participate for one quarter or 45 school days of the school year. Any student receiving OSS will be ineligible for the following week.

Officers (Class Officer or Student Council Officer)

Any student wishing to participate as a class officer, student council member or other academic leadership role, must maintain a B average (83). The faculty advisor to any leadership club is responsible to check the averages of any student seeking office and/or participation in that office.

FLAG SALUTE AND PLEDGE OF ALLEGIANCE

PVSD begins each day with the Pledge of Allegiance by every student and staff member. A moment of silence shall accompany the Pledge with students standing quietly by their desks. Students may decline to recite the Pledge and refrain from saluting the flag on the basis of personal belief or religious conviction, but they shall respect the rights and interest of classmates who do participate. This respect shall include remaining silent and refraining from any activity that may be distracting to another. Those students should stand and respect the rights of others.

FIELD TRIP

Field trips are part of the educational experience. Permission slips are to be signed by the parent/guardian and returned to the teacher. All field trips are under the supervision of the classroom teacher and/or chaperones. Students are not permitted to drive themselves. All students must ride the bus with the advisor. A student may not be permitted to attend if they are academically ineligible or have attendance or discipline problems.

FIRE, TORNADO AND EMERGENCY DRILLS

The school laws of Pennsylvania require each school have frequent fire drills. Students are taught to leave the building quickly and quietly and move to an area of safety under the direction of school staff members. Evacuation procedures are posted in all rooms.

Tornado drills are also held at specific intervals and students are directed to designated safe areas within the school building. Parents can help safeguard their children by impressing upon them the importance of emergency drills.

In an event of any emergency situation that might occur at PVSD, an emergency plan that has been developed from school policy will be implemented to protect the students.

GRADUATION

ANY STUDENT NOT ATTENDING GRADUATION PRACTICE WILL NOT BE PERMITTED TO PARTICIPATE IN THE GRADUATION CEREMONY. ANY STUDENT NOT RECEIVING A DIPLOMA WILL NOT BE PERMITTED TO PARTICIPATE IN COMMENCEMENT EXERCISES. Please do not ask for an exception.

The following are the minimum requirements for graduation:

4 credits in English – one credit each year

4 credits in History – one credit each year

3 credits in Science

4 credits in Mathematics

2 credits in Arts/Humanities

1 credit in Physical Education (1 per semester/year)

.5 credits in Health

1 credit Computer Science Elective

4 credits in Electives

Each student must accumulate a minimum of 24.5 credits in order to earn a diploma.

HALLWAY TRAFFIC

It is essential that students walk on the right side and not congregate in the hallways. Loud and boisterous talking, running, etc., are inappropriate behaviors. Students are expected to make hallways a safe place. Students are not permitted in the lavatories between classes. All Students must have a valid pass when not in a scheduled class or area. Students are permitted a maximum of 5 minutes to be signed out of class to go to the Lav.

Students that exceed the 5 minute limit may receive disciplinary action. Passes to a student's locker will be given at the teacher's discretion. Students are expected to be prepared for class, therefore teachers are not obligated to allow students to go to their locker during scheduled instruction time.

HALL CONDUCT

- All movement between classes shall be orderly and reasonably fast. There is a **three-minute** passing time.
- It is suggested that students keep to the **right of corridor** in the direction they are moving and walk no more than two abreast.

- There shall be no loitering in the halls or outside of classrooms and other areas of the building **at any time** before school, during changing of classes, lunch, etc. Students are to move directly to scheduled areas, enter, and be seated. **Teachers are to remind students not to congregate and direct them to report to their classes.**
- **Students must be on time to class - in class, not in the hall outside of class.**

HALL PASSES

HALL PASSES ARE REQUIRED. When a teacher excuses a student from a class or cafeteria, that teacher must issue a signed hall pass to the student. When a pass is issued, it is the student's responsibility to make certain that he/she returns to class in a reasonable amount of time. Excessive requests to be excused from class may be denied by the teacher.

HARASSMENT/BULLYING

All Panther Valley High School students have the right to be educated in an environment free of discriminatory practices, including unlawful harassment. The Panther Valley School District is committed to establishing and maintaining a positive educational environment free from unwelcome sexual conduct, ethnic and religious intimidation and bullying.

It is important to maintain a safe learning and working environment that is free from verbal and physical harassment, including racial and sexual harassment. Verbal harassment consists of chronic/persistent teasing, name calling, verbal threats, etc. Physical harassment consists of intentional tripping, shoving, pushing, etc. Sexual harassment consists of unwelcome sexual advances request for sexual favors, and other inappropriate verbal or physical conduct of a sexual nature. Racial harassment consists of unwelcome comments or conduct directed toward a person's race or national origin. Harassment and bullying are closely related types of aggressive behavior. Bullying is a pattern of abuse over time and involves a student being targeted or "picked on." Bullying includes physical intimidation or assault; extortion; oral or written threats; teasing; putdowns; name-calling; gestures or actions; cruel rumors; false accusations; and social isolation. Each student shall be responsible to respect the rights of his/her fellow students, to ensure the rights of his/her fellow students, and to ensure an atmosphere free from all forms of bullying. District policies address these issues and appropriate discipline will be involved and steps taken to prevent harassment and bullying. The effect of inappropriate behavior will be foremost, not the intention, age, immaturity, disability of a perpetrator or the notion of age or gender appropriate behavior.

Sexual Harassment

1. Purpose
It is the policy of the Panther Valley School District to maintain a learning environment that is free from sexual harassment.
2. Authority
It shall be a violation of this policy for any members of the District staff to harass a student through conduct or communications of a sexual nature as defined below. It shall also be a violation of this policy for students to harass other students through conduct or communications of a sexual nature as defined below.

Definition

Sexual harassment shall consist of unwelcome sexual advances, requests for sexual favors, and otherwise inappropriate verbal or physical conduct of a sexual nature when made by any member of the school staff to another staff member, or when made by any student to another student when:

- a. Submission to such conduct is made either explicitly or implicitly a term or condition of individual's employment or education.

b. Submission to or rejection of such conduct by an individual is used as a basis for academic or employment decisions affecting that individual. c. Such conduct has the purpose or effect of substantially interfering with an individual's academic or professional performance or creating an intimidating, hostile, or offensive employment or education environment.

Sexual harassment, as defined above, may include, but is not limited to the following: verbal harassment or abuse; pressure for sexual activity; repeated remarks to a person, with sexual or demeaning implications; unwelcome touching suggesting or demanding sexual involvement accompanied by implied or explicitly threats concerning one's grades, job, etc.

Procedures: Any person who alleges sexual harassment by any staff member or student in the district may use the district's complaint procedure or may complain directly to his/her immediate supervisor, building principal, guidance counselor or other individual designated to receive such complaints. Filing of a complaint or otherwise reporting sexual harassment will not reflect upon the individual's status nor will it affect future employment, grades or work assignments.

The rights to confidentiality, both of the complainant and of the accused, will be respected consistent with the district's legal obligations, and with the necessity to investigate allegations of misconduct and to take corrective action when this conduct has occurred.

A substantiated charge against a staff member in the district hall subjects such staff member to disciplinary action, including discharge.

A substantiated charge against a student in the school district shall subject that student-to-student disciplinary action including suspension or expulsion, consistent with the student discipline code.

Policy Statement Concerning Protection From Racial Harassment

The Panther Valley School District seeks to establish and maintain learning and working environments free from racial intimidation and/or harassment. It seeks also to provide a system of review, should an allegation of such conduct be made. Racial harassment will not be tolerated and will subject the person(s) engaging in such action to disciplinary action.

1. Definitions

- A. Unwelcome comments or conduct directed toward a person's race, color or national origin constitute racial harassment on an employee when:
 - 1. Such comments or conduct is used as a basis for future employment decisions affecting the individual; or,
 - 2. Such comments or conduct have the purpose or effect of unreasonably interfering with one's performance or creating an intimidating, hostile or offensive work environment.
- B. Unwelcome comments or conduct directed toward a person's race, color or national origin constitute racial harassment of a student when:
 - 1. Such comments or conduct is used as a basis for future student discipline, educational placement, class standing, organizational membership or academic achievement; or,
 - 2. Such comments or conduct have the purpose or effect of unreasonably interfering with one's performance or creating an intimidating, hostile or offensive learning environment.

HEALTH SERVICES

Students who participate in the district's interscholastic athletic program are required by PIAA regulations to have a physical examination no more than six (6) weeks prior to the beginning of each season practice (fall, winter, spring). Physical exam dates are announced through the athletic office. In lieu of a school examination, students may submit an athletic examination form completed by the family physician. Proof of exam and a signed PIAA card **MUST** be submitted before a student is allowed to practice. The District **does not** provide medical insurance for student athletes. If a

student athlete is injurer, your medical insurance is responsible for all corresponding bills. If you do not have medical insurance, you can purchase voluntary student accident insurance through the District as outlined under the section **Student Accident Insurance** in the handbook.

Parents will be notified of any abnormal results detected through any school screening examination (vision, hearing, physical exam [grade level or athletic], scoliosis screening).

Parents should bring to the attention of the school nurse any special needs their child may require in school. Special needs must be substantiated by medical documentation.

MEDICATION POLICY – GENERAL INFORMATION

Whenever possible, medication should be taken at home. When it is necessary **for medication to be taken at school**, the procedure is as follows:

1. The nurse will be informed that the student is taking medication (including over-the-counter) and the reason for it.
2. ***A medication authorization form, available in the nurse's office, must be completed by a doctor and signed by the parent.***
3. The doctor's order to administer medication in school shall include:
 - (a) student's name
 - (b) name of medication
 - (c) dosage and time
 - (d) any adverse effects on drug
 - (e) The medication must be in a pharmacy bottle properly labeled with the student's name, medication and dosage.
 - (f) **The medication will be kept in the nurse's office.**

The school nurse in your child's school is always available to speak with students and parents about the health services program. The nurse is also available to help parents find a source of care within the community for their child if needed.

HOMEBOUND INSTRUCTION

Students absent from regular attendance at school because of an injury or illness of three weeks duration or more may receive instruction at home up to five hours a week. Written verification by a physician is required prior to approval by the principal and superintendent's office. Students that are approved are reminded that they are not permitted anywhere other than the attending Doctor's office for medical appointments or Religious services. Students that do not comply may have their approval revoked. Parents should contact the high school office for further information.

HOMEWORK

Homework is an integral part of the educational program. Teachers assign learning activities to be completed by students outside of class. The purpose of homework is to provide independent practice designed to improve student understanding of the subject matter. Homework allows students develop to develop good work habits and gain ownership of learned material. Assignments may include research, writing, projects, additional reading, work sheets, etc.. The amount, length and type of homework will vary according to individual needs.

Parents can help by showing an interest in the work, discussing it with the student, and checking the work for neatness and completeness and above all, providing a quiet place to study. When students are absent only one day or when they know in advance that they may be absent they should make arrangements with a classmate to collect their homework. Generally, teachers will allow students time to make up homework if only one or two days are involved. Parents are asked not to request that the secretarial staff collect student homework, unless absolutely necessary. Information regarding homework assignments can be found on the high school web site at <http://www.panthervalley.org>.

HONOR ROLL

An honor roll system is used in the high school in recognition of a student's academic efforts and success. This list is published at the end of each nine- (9) week grading period. In addition to meeting the major subject matter criteria students must receive a minimum of "satisfactory" in those areas not considered major subject areas and when a letter grade is used. The following criteria apply to the honor roll system.

Distinguished Honors – Attain an average of 95 or better in all major subjects with no grade below an 83 percent in any subject taken.

Honor Roll – Attain an average grade of 90 or better in all major subjects with no grade below an 80 percent in any subject taken.

INCOMPLETE WORK AND MAKE-UP REQUIREMENTS

Incompletes will be posted to PowerSchool as a failure until made up. Students are required to make up all work missed due to an excused absence. One day of make-up time will be allotted for each day of absence. It is the responsibility of the student to schedule make-up work with the teachers. In the event of a single day absence on the date of a pre-announced test, project, or other assignment, the work must be completed or submitted on the date of return to school. Students must complete all make-up work within the allotted time. In the event of extenuating circumstances, extensions can and will be granted by the administration upon review.

PANTHER VALLEY SCHOOL DISTRICT INTERNET ACCEPTABLE USE POLICY

Dear Parents:

The world in which we live is rapidly changing. Global communication networks have altered our lives by connecting us to the vast and diverse resources that until recently were either too difficult or impossible to access. The Panther Valley School District believes that in order to prepare our students to participate and compete in the global environment we must provide instruction, guidance, and practice in accessing and using these communication networks.

To that end the Panther Valley School District will provide access to the Internet for students who have their parents' or guardians' consent to use the network. The Internet is a global network of computer networks connected together so that they can share their resources and information. On the Internet, teachers and students have access to worldwide electronic mail, information from research and science institutions, government agencies, public and academic library catalogs, and much more. Our students will use access to the Internet to assist them in developing critical thinking skills and in achieving our educational goals as outlined in our district's strategic plan.

While the Internet provides access to thousands of educationally oriented resources appropriate for student use, the Internet, because it is a global network, also may provide access to resources that are inappropriate for use in school. The Panther Valley School District recognizes this risk and will through a policy of education take every reasonable action to protect our students. However, the Panther Valley School District cannot guarantee that a student will never access these resources or have these resources transmitted to them. Your signature on the attached policy signature page indicates your recognition of these risks and of the District's inability to guarantee complete protection from access and exposure to inappropriate resources.

Please read carefully the attached School District policy on student Internet access and discuss it with your son and/or daughter. It was developed to set forth requirements, guidelines, and prohibitions on use of the Internet when accessed through school resources. If you agree with its terms, please sign it and have your son or daughter sign it and return it to the School Principal's office.

When a signature page is on file for your son or daughter, an account will be set up for his or her use according to the requirements in the policy, which includes completion of a course on Internet access and use. No accounts will be provided to anyone for whom we do not have a signature page or who has not completed the requirements. This policy may change as technology and network use changes. You will be asked to sign a new agreement when that occurs.

We look forward to providing access to the Internet for our students and hope that you will see this as an important and critical step for the future of our students.

Sincerely,

Rosemary Poremba, Superintendent

PANTHER VALLEY SCHOOL DISTRICT INTERNET ACCEPTABLE USE POLICY

Section I. Responsibilities and Privileges

a. Purpose and Goals of District Provision of Internet Access

The Panther Valley School District will provide access to the Internet for students with their parent or guardian's consent and for staff members to locate material to meet their educational and professional information needs. School library media specialists and teachers will work together to help students develop the critical thinking skills necessary to discriminate among information sources, to identify information appropriate to their age and developmental levels, and to evaluate and use information to meet educational goals that are consistent with the school district's strategic plan. Access to the Internet through school resources is a privilege, not a right, and may be revoked for anyone who uses these resources inappropriately as determined by school district authorities.

b. Inappropriate Materials Warning

Due to the nature of the Internet as a global network connecting thousands of computers around the world, inappropriate materials, including pornography and obscenity, can be accessed through the network. The Panther Valley School District cannot completely block access to these resources because of the nature of the technology that allows the Internet to operate. Accessing these and similar types of resources or transmitting such resources to school district networks from another site will be considered an unacceptable use of school district resources and will result in suspension of network privileges and disciplinary action as outlined in appropriate district policies. Through a program of education, the school district will educate students and teachers regarding their individual responsibility to refrain from engaging in this and other unacceptable uses of the network and as to the consequences of their actions if they do so.

Section II. Authority

The Panther Valley School District reserves the right to determine which network services will be provided through school district resources. It reserves the right to view and monitor all applications provided through the network and to log Internet use by students and staff. E-mail will be considered private, unless there is a reason to believe that e-mail is being used for purposes specifically prohibited by this policy or for illegal activity. In such cases, the user account will be disabled until school authorities can confer with the user to determine the nature of the problem. The school district reserves the right to revoke user privileges, remove user accounts, and refer to legal authorities when appropriate violation of this and any other applicable district policies, including those governing network use, copyright, security, and vandalism of district resources and equipment. The Panther Valley School District bears no responsibility for information that is lost, damaged or unavailable due to technical problems.

Section III. Procedures

Only the authorized user of the account will use network accounts for its authorized purpose. Accounts will be made available according to a schedule developed by appropriate district authorities given the capability of district hardware. Accounts will be given out to only those individuals who meet the following requirements:

- a. Have read the District Internet Policy and indicate their agreement with its provisions by signing the signature page and returning it to the appropriate district authority. Students must have their parent or guardian sign this signature page indicating the parent or guardian's agreement with the policy and their consent to allow the student to access and use the network. Staff members must sign this form and also return it to the appropriate district authority.
- b. Have successfully completed a district course/workshop, which will include but not be limited to instruction and network access, use, acceptable vs. unacceptable uses, network etiquette, and the consequences of abuse of privileges and responsibilities. This requirement shall apply for both students and district employees.

Section IV. Prohibitions

The use of the Internet computer network for illegal, inappropriate, unacceptable, or unethical purposes by students or employees is prohibited. All users of the network strictly prohibit the activities listed below. The Panther Valley School District reserves the right to determine if any activity not appearing in the list below constitutes an acceptable or unacceptable use of the network. These prohibitions are in effect any time school district resources are assessed in any way whether in school directly from home, or indirectly through another Internet service provider.

- Allowing another person to use an assigned account.
- Use of the network for non-work or non-school related communications.
- Use of the network to transmit material likely to be offensive or objectionable to recipients.
- Use of the network to participate in inappropriate and/or objectionable discussions or news groups.
- Use of the network to transmit hate mail, harassment, sexual harassment, discriminatory remarks, and other antisocial communications on the network.
- Use of the network to order or purchase in the name of the school district or in the name of any individual any type of merchandise or service. All costs to the district or any individual incurred because of this type of violation will be the responsibility of the user.
- Use of the network to access any fee-based on-line/Internet service. All costs to the district or any individual incurred because of this type of violation will be the responsibility of the user.
- Use of the network, which results in any copyright violation.
- The illegal installation, distribution, reproduction or use of copyrighted software on district computers.
- Use of the network to intentionally obtain or modify files, passwords, or data belonging to other users.
- Use of the network to misrepresent other users on the network.
- Use of school technology or the network for fraudulent copying, communications or modification of materials in violation of local, state, and federal laws.
- Loading, downloading, or use of unauthorized games, programs, files or other electronic media.
- Malicious use of the network to develop programs that harass other users or infiltrate a computer system and/or damage the software components of a computer system.
- Destruction of district computer hardware or software.
- Use of the network to participate in Internet Relay chats (on-line real-time conversations).

- Use of the network to facilitate any illegal activity.
- Use of the network to communicate through e-mail for non-educational purposes.
- Use of the network for commercial or for-profit purposes.

Section V. Consequences of Abuse of Responsibilities and Privileges

Any user of the network, whether student or employee, who violates the prohibitions listed in Section IV of this policy, engaged in any other act determined to be an unacceptable use of the network by school authorities, or violates any other district policy governing use of school resources and Copyright law, will have his or her user privileges revoked and may face other disciplinary procedures according to existing and applicable school district policies. In addition, illegal use of the network, intentional deletion or damage to files of data, destruction of hardware, copyright violations, or any other activity involving the violation of local, state, or federal laws will be reported to the appropriate legal authorities for prosecution.

LEAVING SCHOOL

If necessary for a student to leave school while school is in session, he/she must have written permission of the parents or guardian. This includes medical and dental appointments. The student should bring the written excuse to the office upon his/her arrival at school and the parent (guardian) should meet his/her child in the office to sign them out at the appointed time. Any student leaving the building without permission is subject to disciplinary action and the police will be notified immediately.

LOCKERS

Lockers are assigned to high school students at the beginning of the school year. Each student is responsible for keeping his or her assigned locker clean both inside and out. We believe in developing trust and a sense of property responsibility in our students. Students may use magnet type objects to decorate the inside door of their lockers. Glue, tape and other materials or pictures unsuitable for display will not be used to decorate lockers. Any locker malfunction should be reported to the office. **Lockers remain the property and responsibility of the school district.**

Assignment and use of lockers is predicted on how responsible a student maintains his/her locker. Lockers will be routinely checked for cleanliness and responsible use. Any abuse of this privilege will result in the student being denied use of a locker for a specific length of time. Items found in lockers that are considered a danger to the students or others or are prohibited on school property will be confiscated. Food, candy, or material that is “sweet” should not be stored in the lockers. These items draw insects, especially ants and cause environmental problems.

Students shall not expect privacy regarding items placed in school lockers since school property is subject to search at any time by school officials who may conduct random periodic or sweeping searches of all lockers.

Each student is responsible for his/her locker. **Each locker is for the sole use of the student for whom it has been issued. Lockers are not to be shared among students; therefore locker combinations should be given out or made available to other students.**

If damage is done to a locker, the student assigned that locker is responsible for damages unless he/she can prove otherwise. Damages should be reported to the office as soon as possible and a report filled out.

The school administration may randomly request a Police canine unit to detect illegal substances on school property.

On September 27, 2007 Policy 226 (Searches) of the Panther Valley School District was revised to include the use of metal detectors. Due to this change, it was necessary for an addendum to be made to our student handbook. The following paragraph reflects the change.

School authorities have the right to inspect lockers and their contents and a student's personal belongings at appropriate intervals throughout the school year. School authorities may search a student's locker, its contents, and a student's personal belongings and seize any illegal materials. Such materials may be used as evidence against the student in disciplinary proceedings. Prior to a locker search, students shall be notified and given opportunity to be present. However, where authorities have a reasonable suspicion that the locker contains materials, which pose a threat to the health, welfare and safety of students in the school, student lockers may be searched without prior warning and without the student's presence. A search of student's lockers using a dog can be requested by the principal or police. If the police are invited into the school by school officials to search lockers using a dog, the school officials maintain authority. Search procedures listed above will be followed.

LOST AND FOUND

The "lost and found" is located in the office where articles can be turned in and stored until the rightful owner identifies and reclaims them. Students' possessions should be labeled with their names to increase chances of finding rightful owners. Anything left at the end of the school year will be held for two weeks and then removed from the building.

PROBLEMS/CONCERNS

If parents have a concern about their child's progress, day-to-day life in school or discipline, it is necessary that they first talk with their child's teacher and/or guidance counselor. If the matter is not resolved, an appointment should be scheduled with the building principal. If an agreeable solution is not reached at the level, parents may contact the appropriate central office administrator for a conference.

PROMOTION AND RETENTION

The Panther Valley High School offers a Summer Achievement Program to those students who have fallen short academically at the end of the school year. The program is tentatively scheduled for June 14, 2010 – July 2, 2010. There is a charge of \$75 per course for a Panther Valley student and a charge of \$100 per course for a non Panther Valley student who attends another district. Any student who has failed three academic subjects will automatically be retained. If a student fails two subjects, he/she has the opportunity to attend the Summer Achievement Program and build their skills in those academic areas. Students will be required to pass an exit test at the end of the program in order to recover the credit for the failed course. Failure to show progress within the program or failure to attend the program for the required time, will result in being retained. Any student failing the same course twice in their high school years must attend the Summer Achievement Program for that class.

REPORTING TO PARENTS

Report cards are issued four times a year. The reporting periods are scheduled at approximately forty-five (45) day intervals throughout the year. Parent-teacher conferences may be scheduled daily. Teachers may send home reports notifying parents about their student's progress throughout the year.

SCHEDULE CHANGES

The Guidance Counselor will handle errors, conflicts, omissions and additions to students' schedules as soon as possible after the opening of school. Schedule changes will be affected only for valid educational reasons. Change requests must be accompanied by teacher recommendation, counselor recommendation and written agreement of the parent. A student may be placed in an appropriate substitute class. Deadlines for schedule changes will be within the first two weeks of the school year. A student may have had classes added to their requests prior to the start of the school year by

the main office due to a lack in credit requests by the student. These classes may not be changed or dropped unless the student has already obtained a credit in the same course. Changes will only be made based on graduation requirements.

SCHOLASTIC INTEGRITY

Students, if allowed to practice cheating, establish habits that are detrimental to the well being of both the student and society in general. Cheating is defined as:

1. Looking on someone else's test or quiz paper or passing on test information during a test.
2. Reporting on a book or performance that you did not read or see.
3. Submitting reports based on falsified or fictitious data or footnotes.
4. Copying/submitting someone else's work and claiming it as one's own.
5. Allowing another student to copy or use one's work, research or notes for his/her own credit, or doing another student's work for credit.
6. Possessing "crib" notes or "cheat sheets" or other unauthorized materials in class for use during a test or quiz.
7. Being in unauthorized possession of or having made unauthorized use of a test or exam.
8. Changing or altering a grade or a score on a test or in a grade book or other official record.
9. Stealing testing material or other academic information.
10. **Signing-in as someone else/Using another person's password when using web-based assessments.**

PENALTIES:

1. Student will receive an "F" or a zero for the assignment, test, etc. and the parents and administration will be notified.
2. If cheating persists the student maybe withdrawn from the class with a failing grade and subject to progressive disciplinary action.
3. **Penalties under the Panther Valley School District's Acceptable Use Policy (AUP).**

SCHOOL SECURITY/AUTHORIZED VISITORS

The security of students is of the utmost importance and concern, and as a result there may be some inconvenience to parents visiting the school. Outside exit doors are secured from the outside entrance when school is in session. Persons visiting the school must use the main entrance to enter the school and report to the principal's office to announce their presence in the school and the reason. All visitors must sign-in at the office. No one is authorized access to the school proper or student areas without permission from the principal's office. **Prior students are not permitted to enter the building to visit teachers until after 2:10 PM.** Persons entering the school during school hours without reporting to the principal's office are considered unauthorized visitors on the school premises and may be considered as trespassing. Contact of students on the school premises must be approved by the principal's office. Persons visiting the school premises are to treat the staff with respect and discuss their concerns in a constructive manner. Threats or abusive conduct directed toward any staff or administration will not be tolerated. The proper authorities will be called and charges filed on disruptive adult behavior within the school building and premises. In Pennsylvania, aggravated assault on teachers and/or administrators is considered a felony of the second degree and has very severe consequences for those who pursue this course of action.

SMOKING/TOBACCO

Tobacco use or possession by students, adults and employees is prohibited in the school building, on school buses and on the property owned by, leased by or under the control of a school district. Tobacco use includes smoking and the use of smokeless tobacco in any form. Any violation of this policy shall be punishable by a fine and disciplinary action.

SPECIAL EDUCATION

In compliance with state and federal law, notice is hereby given by the Panther Valley School District that it conducts ongoing identification activities as a part of its school program for the purpose of identifying students who may be in need of special education and related services (eligible students). If your child is identified by the District as possibly in need of such services, you will be notified of applicable procedures. Individualized services and programs are available for children who are determined to need specially designed instruction due to the following conditions:

1. Autism
2. Deafness
3. Emotional Disturbance
4. Mental Retardation
5. Orthopedic Impairment
6. Specific Learning Disability
7. Traumatic Brain Injury
8. Deaf/Blindness
9. Developmental Delay (Preschool Only)
10. Hearing Impairment
11. Multiple Disabilities
12. Other Health Impairment (OHI)
13. Speech & Language Impairment
14. Visual Impairment (Including Blindness)

If you believe that your child may be in need of specially designed instruction, related services, or early intervention services. You may request screening and evaluation at any time, whether or not your child is enrolled in the District's public school program.

In compliance with state and federal law, the Special Education Office, Panther Valley School District will provide to each student without discrimination or cost to the student or family, those related aids, services or accommodations which are needed to provide access to the general education curriculum and to participate in and obtain the benefits of the school program and extracurricular activities to the maximum extent appropriate to the student's abilities. In order to qualify as a student with a disability the child must be school age with a physical or mental disability with substantially limits or prohibits participation in or access to an aspect of the school program.

For further information on the rights of parents and children, provision of services, evaluation and screening (including purpose, time and location), and rights to due process procedures, you may contact in writing the Special Education Office at the Panther Valley High School.

Confidentiality: All information gathered about your child is subject to the confidentiality provisions contained in federal and state law. The District has policies and procedures in effect governing the collection, maintenance, destruction and disclosure to third parties of this information. For information about these policies and procedures, as well as rights of confidentiality and access to educational records, you may contact in writing the Special Education Office at Panther Valley High School.

STUDENT ACCIDENT INSURANCE

The District does not provide medical insurance for the student body. Student accident insurance is available for all students. Applications are available for all students. Application forms are distributed in each school. Since this is a limited insurance, parents are asked to read the descriptive folders very carefully before completing and returning the insurance form.

STUDENT ASSISTANCE PROGRAM (SAP)

A specially trained team of staff members is available to offer assistance to students. The High School program called SAP consists of an intervention team, staffed by teachers, the guidance counselor, school nurse, administrator, and appropriate support agencies for the county (Mental Health and Retardation, Drug and Alcohol, and Juvenile Court Offices) trained to identify and refer “at risk” students for appropriate treatment. High-risk concerns include: substance abuse, sexual abuse, depression and suicide prevention. Referrals for high-risk students may come from students, parents, teachers, counselors, or any employee of the district. Anyone concerned about the emotional or physical well being of a student is encouraged to contact a member of SAP. Information about the program is available by calling the principals office.

STUDENT CONDUCT DURING ACTIVITIES/EVENTS

Students who are members of teams, clubs or supporters of district teams are at the same time representatives of the school, and therefore, what they do while engaged in the activity or afterward reflect either favorably or unfavorably upon the school. PVSD would like to be known by the very best that our students have to offer with regards to their appropriate behavior in community and school activities.

STUDENT PHOTOGRAPHS

Each year photographs are taken of all students. These photographs are used by the school for identification purposes. Families may purchase these photographs. The District also uses pictures of students on the Internet. Before the pictures are placed on the Internet, a permission form (in the back of the handbook) needs to be signed.

STUDENT RECORDS

Cumulative record and health history files are maintained for each student in the Panther Valley School District. These records begin when the student first enters the district and are updated each year. Parents may make an appointment with the Guidance Counselor to review their child’s record. An emergency card for each student is kept on file listing the name of the family doctor and the name, address and telephone number of the person to be contacted in an emergency. This card is very important and must be kept current.

STUDENT RESPONSIBILITIES

Student responsibilities include regular school attendance, a conscientious effort on classroom work, and conformance to school rules and procedures. Most of all, students share with the administration and faculty a responsibility to develop a climate within the school that is conducive to learning, building character, and living a productive life.

No student has the right to interfere with an education of another student. It is the responsibility of each student to respect the rights of teachers, other students, administration, and all other support personnel 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 procedures for proper student behavior and to conduct themselves in accordance with these standards.

- Be willing to volunteer information in matters relating to health, safety, welfare of the school community and the protection of school property
- Dress and groom themselves so as to meet fair standards of safety, health, and to not cause substantial disruption to the educational process.
- Assume that until a rule or procedure is waived, altered, or repeated it is in full effect.
- Assist the staff in operating a safe school.
- Attend school daily and be-on-time for all classes and school activities.
- Make all necessary arrangements for making up work when absent from school.
- Avoid the use of profanity and/or obscene language.
- Address all adults by title names i.e. Mr., Mrs., Ms.
- Refrain from engaging in any verbal or physical violence against fellow students.
- Refrain from engaging in any form of harassment toward other students.

TELEPHONE USE

Parents who wish to talk to teachers should leave a message with the secretaries. The message will be given to the respective teacher to phone the parent when they are free. During the school day, teachers and students will be called out of class only for emergencies. Students are not permitted to use the pay phones in the school lobby during school hours. Only when absolutely necessary, and after receiving permission from the principal, may the student use the pay phone. Students are not permitted to use the office phones. Requests to use the phone to call parents for homework, band instruments, etc. that were forgotten at home is not considered necessary and such requests will be denied.

TESTING

Academic progress is carefully monitored through the use of nationally, state, and district developed testing. Standardized achievement tests measuring basic skills are administered as needed. State Assessment Testing is conducted annually in 5th, 8th and 11th grades in reading and mathematics and 6th and 9th grades for writing. Results are shared with parents.

TEXTBOOKS

Textbooks are the property of PVSD. The student is REQUIRED to cover their textbooks and keep them in good condition. The student is responsible for damaged or lost books and to turn in the book that was issued to them at the beginning of the school year.

TRANSFERRING TO ANOTHER SCHOOL

Parents of a student who is transferring should notify the school as soon as possible. On the last day of the student's attendance at his/her present school, a transfer card will be issued which is to be presented to the new school.

UNAUTHORIZED RECORDING

In Pennsylvania recording is covered under the "Wiretapping and Electronic Surveillance Control Act". From time to time, students may attempt to tape school staff without the knowledge that it was taking place. This can be disturbing especially when it may seem that the recording was done surreptitiously and the recording device is intentionally hidden from view. This type of undisclosed recording is illegal.

VANDALISM AND PROPERTY DAMAGE

The school building and equipment cost the taxpayers to construct, purchase and maintain. Students who destroy or vandalize school property will be required to pay for losses or damages. Students, who willfully destroy or deface school property, may be suspended and subsequently expelled from school, if necessary. If students should happen to damage something by accident, it should be reported to the teacher or office immediately.

VISITING THE SCHOOL

Visitors to the school are encouraged but arrangements should be made prior to the visit. This reduces classroom interruption and allows the school to make necessary arrangements. All visitors must report to the main office to announce their presence in the school. This procedure is used to insure the safety of the students and school employees. If any item or message is to be given to a student while school is in session, it must be delivered to the office. The respective secretary will deliver the item or message to the student. The school secretaries will also deliver telephone messages to students at times that will not interrupt classes. Guarding student instructional time is of the utmost importance to the educational process. Social visits by former students and others to merely chat with teachers or other personnel are prohibited. Such visits should be made during non-contractual/non-instructional hours.

WEAPONS POSSESSION

The safety of students and employees of the district is of the utmost concern. To address this issue the Board of Education has issued a policy to maintain a safe climate for all students and staff. Any person discovered to have any weapons (as defined in the policy) or other items in violation of this policy in his/her possession including lockers, automobile or threatens to use a weapon on another person shall not be permitted to remain in the school building, or on any school premises, school bus, at any school activity, event or function held at or away from school. Parents and students are responsible to be aware of the severe consequences for violation of this policy.

Any person discovered to possess a weapon is subject to immediate expulsion from school for one (1) year, subject to the exception in which the Superintendent may modify this requirement on a case-by-case basis. Students covered by the Individuals with Disabilities Education Act (IDEA) will be disciplined in accordance with the requirements of this act.

WEAPONS

1. Purpose – The Board has made a strong and determined effort to maintain its school as a safe and secure place where students and staff can pursue the educational endeavors they deserve. The Board is committed to provide the schools with the means to maintain a safe climate for all students and staff.

2. Definitions, SC 1317.2(g) – **Weapon** – the term shall include but not be limited to any knife, razor, ice pick, nunchaku, any explosive device of any kind, including firecrackers, tear gas canisters, smoke bombs, or chains, loaded cane, sword cane, loaded or unloaded fire arms, including shot gun, rifle, pellet guns, BB guns or any look-alike gun, any Bowie knife, lock-blade, hunting knife or any other similar knife, implements capable of directly or indirectly inflicting bodily injury, or other object that can reasonably be considered to be a weapon (including look alikes) or dangerous instrument in any school building, on any school premises, or on any school bus, or off the school grounds at any school activity, event or function held at or away from school. Any item or any object used to injure another person or one's self is considered a weapon.

3. Authority, SC 1317.2 – The Board prohibits students from possessing and bringing weapons and replicas of weapons into any school district building, onto school property, to any school activity, and onto any public conveyance providing transportation to school or a school sponsored activity.

The school district shall expel for a period of not less than one (1) year any student who violates this weapons policy. Such expulsion shall be given in conformance with formal due process proceedings required by law. The Superintendent may recommend modifications of such expulsion requirement on a case-by-case basis.

In the case of an exceptional student, the Superintendent shall take all necessary steps to comply with the Individuals with Disabilities Act.

When the school district receives a student who transfers from a public or private school during an expulsion period for an offense involving a weapon, the district may assign that student to an alternative assignment or may provide alternative education, provided the assignment may not exceed the expulsion period.

The Superintendent or designee shall report the discovery of any weapon prohibited by this policy to the student's parents and to local law enforcement officials. The Superintendent shall report all incidents relating to expulsions for possession of a weapon on school grounds to the Department of Education.

The Superintendent or a designee shall take the necessary actions to develop a memorandum of understanding with local law enforcement officials that sets forth procedures to be followed when an incident occurs involving an act of violation or possession of a weapon by a person on school property.

Acts of violence or possession of a weapon on school property in violation of this policy shall be reported to the Office for Safe Schools on the required form at least once each year.

Students and staff shall be informed concerning this policy at least annually.

The Superintendent, who shall prescribe special conditions or procedures to be followed, may make an exception to this policy.

Weapons under the control of law enforcement personnel are permitted.

WEB PAGE

Information regarding homework and school events can be found on the school's web page located at **<http://www.panthervalley.org>**.

NOTICE OF ASBESTOS MANAGEMENT PLAN

The Asbestos Management Plan of the Panther Valley School District is on file and available for inspection at the Administration Office located at 1 Panther Way, Lansford, PA 18232. It is available during normal business hours (8:00 AM to 3:30 PM) without the cost or restrictions for inspections by parents, teachers, and other school personnel. There will be a charge of twenty-five cents per page to make copies of the plan. The district has also completed the required Periodic Surveillance and the Three Year Re-Inspections of all buildings in the district in total compliance with the federal and state mandates.

Panther Valley High School
Permission Form
2010-2011

Please return the following forms to the School Principal's Office by **Friday, September 3, 2010.**

Internet Form

As the Parent or Guardian of _____ (student name), I have read School District policy governing access to the Internet through school resources and agree with its terms. I understand that this access is being provided for educational purposes only. I understand that this access is being provided for educational purposes only. I understand that Panther Valley School District cannot restrict access to all controversial and inappropriate materials and I will not hold it responsible for materials acquired on the network. I also accept full responsibility for supervision of my child if the network is accessed from home. I hereby give permission to issue an account for my child.

Signature: _____ Date _____

Student Name (please print): _____

Signature: _____ Date _____

Parent Name (please print): _____

Handbook Form

I have received, read and understand the Student/Parent Handbook. I also realize that if there are any questions, I will contact the School Principal.

Signature: _____ Date _____

Student Name (please print): _____

Signature: _____ Date _____

Parent Name (please print): _____

Pictures for School Web page or other publication

I grant permission for my son/daughter's name and picture to be used on the school's web page and in the area newspapers.

Signature: _____ Date _____

Student Name (please print): _____

Signature: _____ Date _____

Parent Name (please print): _____

*Failure to return this permission form does not absolve one from compliance with the rules and regulations contained herein. Furthermore, it is also understood that these rules and regulations represent the minimum, and not the maximum authority retained by school district officials to maintain discipline and decorum at all times. Students that **DO NOT** return their signed permission form will be placed on the ineligibility list, suspending all privileges.*