



Tyrone Area High School

Student & Parent Handbook

Student Code of Conduct

2023-2024

SOARING FORWARD TO EXPLORE, CHALLENGE, AND SUCCEED.

This handbook has been written for a typical school year and is the Board-approved handbook for students and parents/guardians. However, some policies, procedures, and information may have been changed in accordance with the TASD Re-Opening Health & Safety Plan in effect during the 2021-2022 Covid-19 pandemic. These changes supersede the policies, procedures, and information in this handbook until further notice.

Tyrone Area High School Symbolic Crest

In 1934, in the midst of The Great Depression, Tyrone High held a contest to select an appropriate name for its sports teams. The winning name originated with Senior Samuel N. Burnham Jr. of the Class of 1934. After graduation from Tyrone High, Mr. Burnham (1916-2006) operated the family farm near Birmingham for twenty years and worked at Engleman's Greenhouse and O'Rourke's Upholstery and Market. Eventually, he served sixteen years with the Huntingdon Developmental Workshop, where he became instrumental in securing employment for mentally challenged youth.

By contrast, the answer to *WHY* requires we travel, not to the Depression Year of 1934, but into our own imagination. Thousands of years ago, philosophers reminded ancient people that if they remained faithful, *"they could renew their strength, they could mount up with wings as EAGLES, they could run and be weary, they could walk and not faint."* Perhaps the Tyrone Class of 1934 chose to name Tyrone Sports Teams *The Golden Eagles* because they imagined that this creature could inspire Tyrone students to renew their minds, to fly energetically over their athletic competitors, to not grow weary with their school classes, and to walk without fainting into all the challenges of life.

144 years ago in 1877, the first Tyrone High School opened with four classrooms where Sheetz now stands. Today as we once again open Tyrone Schools for the new 2021-2022 school year, why not allow the portrait of The Golden Eagle which covers the front of this student handbook to inspire you with a school spirit to remain faithful to your *Academic, Athletic, Vocational, and Musical* responsibilities in this new school term? Why not energize yourself for the challenges ahead by recalling these lyrics by Carl Strommem, sung so capably by our Tyrone Area High School Choir: *Alone, I Can Fly With The Eagle To The Mountain High, Race With The Eagle So Far Beyond My Dreams—Like An Eagle, I Will Fly. Like An Eagle, I Will Soar Above The Clouds, I Will Spread My Wings And Fly Into The Sun—Like An Eagle, I Will Race Above The Stars. I Will Fly To Places Yet Unseen, Go Beyond My Wildest Dreams—Knowing You Are Watching Over Me.* Once again, as Tyrone Area High School opens its doors to all students in this 2021-2022 school year, promise yourself to let the Golden Eagle to watch over you. And in all that you do at this educational institution, let The Eagle inspire you to climb the mountain, soar above the clouds, and go to places yet unseen, as you dream Dreams that are in the pursuit of a good education in this school of champions!

Written by: Richard Merryman

Tyrone Area High School Alma Mater

Penned in 1926, by Josephine Derr, the words to the Tyrone High School Alma Mater may sometimes fade from our minds, but the memories made by the students and alumni of Tyrone Area High School will be remembered forever.

Ours is the school to love, Loyal by her we'll stand;
Mountains tower over her, Solemn and grand;
Long may they reign above, Those Alleghenies fair;
May they ever shelter thee, Dear old Tyrone High!
When we grow old and gray, Mem'ries will linger still;
Happy the hours we've spent thee, Their mission shall fulfill;
Life will be sweet and fair, Joy will awake anew,
May we ever faithful be, Dear Alma Mater true!

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TYRONE

AREA HIGH SCHOOL

Soaring Forward to Explore, Challenge and Succeed

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CHAD E. PACKER

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Welcome to the 2023-2024 school year at the Tyrone Area High School! This handbook is designed to assist both the students and parents/guardians in understanding the services that we offer, as well as the expectations that we have for our students. The Student and Parent Handbook contains information about Our School, the Curriculum and Academic Expectations, Services, the Attendance Policy, the Student Code of Conduct and Regulations, Procedures, and various forms for student use.

Pride, tradition, and excellence have been the standards by which the Tyrone Area School District has operated throughout recent history. As a member of the high school student body, you are challenged to help raise these standards to even higher levels. To accomplish this will take strong individual efforts, positive attitudes, and teamwork.

We encourage all students to take advantage of the many opportunities to get involved in their school and experience personal successes through our challenging curriculum and our wide variety of extracurricular opportunities. Take risks, become involved, challenge, and prepare yourself for an exciting year where you will learn and grow.

If you have any questions, please do not hesitate to contact an administrator, teacher, or other staff member who will be happy to help you.

Here's to a wonderful and exciting new school year!

Mr. Chad E. Packer

TAHS Principal

Mr. Lucas D. Rhoades

TAHS Dean of Student

Important Phone Numbers

High School

684-4240

Chad Packer	Principal	x3702
Lucas Rhoades	Dean of Students/Athletic Director	x3728
Kaytee Eckley	Main Office Administrative Assistant	x3701
Amanda Raup	Main/Attendance/Guidance/Special Ed	x3703
Lynda Hoover	Guidance Office Administrative Assistant	x3704
Kaylee Harper	Substitute (AESOP)/Athletic Office/Dean's Off	x3708
Tracy Miller	Nurse	x3710
Officer Robert "Bub" Dick	School Resource Officer	x3724

Section 1-Our School

Our Mission Statement

We establish high standards of learning and expect all students to achieve. Our goal is to facilitate collaboration among staff, parents, and community to create an environment that supports, engages, and challenges students to achieve high levels of success.

In a situation where provisions of the student handbook contradict school board policy, the board policy shall prevail. This handbook is subject to administrative discretion.

Discipline Philosophy

Tyrone Area High School is committed to every student's right to an education. Each student has the right to learn, to be secure and to be safe. High school students are expected to be mature, responsible young adults, to act with courtesy and common decency in and out of school, and to dress in a manner that allows them to concentrate fully on educational opportunities provided by the school. Students must respect themselves, respect others and respect their school. It is the student's responsibility to behave appropriately, and the school community's responsibility to provide guidance and hold students accountable for their actions.

It is the responsibility of the high school administration to set high standards and expectations for behavior, to monitor student behavior and to intervene in situations that detract from a positive learning environment. The Discipline Code of Conduct supports positive behavior and provides for prevention and correction of misbehavior. It also approves the inclusion of restorative practices in the Code of Student Conduct to address violations where applicable. The intent of this code is to help guide students, so they are prepared to make meaningful and positive contributions to their school, community, and society, both during and after their high school experience. Any student disciplined by a district employee shall have the right to be informed of the nature of the infraction and the applicable rule or rules violated.

Students Rights and Responsibilities

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

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

Students should express their ideas and opinions in a respectful manner.

It is the responsibility of the students to conform to the following:

- Be aware of all rules and regulations for student behavior and conduct themselves in accordance with them.
- Be willing to volunteer information in matters relating to the health, safety, and welfare of the school community and the protection of school property.
- Dress and groom to meet fair standards of safety and health, and so as not to cause disruption of the educational process.
- Maintain an educational environment free from all forms of harassment.
- Respect the rights of fellow students.
- Show respect for teachers and staff.
- Be aware that discipline can be doubled if infractions occur while a substitute teacher is teaching class.
- Assume that until a rule is waived, altered, or repeated it is in full effect.
- Assist the school staff in operation of a safe school for all students enrolled therein.
- Be aware of, and comply with, state and local laws.
- Exercise proper care when using public facilities and equipment.
- Attend school daily, except when excused, and be on time to all classes and other school functions.
- Make all necessary arrangements for making up work when absent from school.
- Pursue and attempt to complete satisfactorily the courses of study prescribed by state and local school authorities.

Diversity Commitment

Diversity encompasses the many ways in which we are different. Our goal is to promote recognition of, appreciation for, and respect for the value of uniqueness which each individual possesses. Such differences include, but are not limited to, race, ethnicity, gender, sexual orientation, disability, religion, and worldview.

Title IX

Under Title IX, school districts may not discriminate against any person based on sex or exclude students from participating in, deny students the benefits of, or subject students to discrimination under any education program or activity receiving Federal financial assistance. As such, Title IX prohibits discrimination in hiring, admissions, athletics, and all other aspects of programs and activities.

Title IX also guarantees that the school district will respond to any report of sexual misconduct or sexualized conduct, following written procedures that abide by the Title IX regulations. Students can report sexual misconduct and/or sexualized conduct to any TASD staff member, who will contact the TASD Title IX Coordinator to take the appropriate steps.

Section 2-Curriculum & Academic Expectations

Scheduling Guidelines and Academic Expectations

Graduation Requirements

- A. Successful completion of 25 credits, with a minimum distribution in the following specified content areas:

CLASS OF 2022	CREDIT REQUIREMENTS	GACTC STUDENT REQUIREMENTS
English	4.0	4.0
Mathematics	4.0	3.0
Science	4.0	3.0
Social Studies	4.0	3.0
Personal Finance	0.50	0.50
Workplace Readiness	0.50	0.50
Health	0.50	0.50
Physical Education	2.0	2.0
Electives	5.5	8.5
TOTAL MINIMUM CREDITS REQUIRED	25	25

**SENIORS MUST COMPLETE the required 25 CREDITS
to participate in the Commencement program.**

**Eligible students are only permitted to schedule a maximum of two study hall periods per
year.**

- B. Satisfactory completion of Senior Career Exploration Project
- C. Adherence to the school district attendance policy as described in the Student Handbook.
- D. Community Service Requirement of 15 hours.
- Students can start to accumulate community service hours upon completion of eighth grade. Activities in which students can participate include volunteering time to help others, youth coaching, volunteering with the elderly, helping a neighbor in need, giving blood, as well as numerous other activities not listed here.
 - Any community service class or projects in which the student receives compensation, either monetary or a grading and credit, cannot be used toward the 15 hours requirement.

For each activity, students need to complete a Community Service Form and return it to the high school counseling office. Forms can be obtained in the office or from the high school counseling webpage. The Community Service

requirement must be fulfilled by May 1st of the senior year for the student to be eligible to participate in graduation ceremonies.

ACT 158 - Graduation Requirements - An Overview of the 5 Pathways to Graduation

ACT 158 of 2018 provides an outline of five distinct pathways to meet graduation requirements starting with the graduating class of 2023. All students will begin with Pathway 1 and move down the list until they have reached proficiency. It is important for students to try their hardest for success on the Keystone exams in order to reach proficiency in the most efficient way.

Pathway 1 – Keystone Proficiency Pathway

Student will earn proficient or advanced on all three keystone exams (Algebra I, Literature, and Biology)

Pathway 2 – Keystone Composite Pathway

Student will earn proficient or advanced on at least one keystone exam, and score at least basic on the other two keystone exams, and have a composite score of at least 4452.

Pathway 3 – Career & Technical Education Pathway

Student will meet local requirements for academic content covered by the keystone exams for all subjects where they did not earn proficiency on the keystone.

AND

Either -

Attain an industry-based competency certification related to the CTE Concentrator's program of study

OR

Demonstrate a high likelihood of success on an approved industry-based competency assessment or readiness for continued meaningful engagement in the CTE Concentrator's program of study

Pathway 4 – Alternate Assessment Pathway

Student will meet local requirements for academic content covered by the keystone exams for all subjects where they did not earn proficiency on the keystone.

AND - One of the Following

Attain an established score on an approved alternate assessment for each subject where the student did not earn proficiency. Approved alternate assessments are:

AP (3), IB (4), PSAT (970), SAT (1010), ACT (21)

ACT WorkKeys: Gold Level

ASVAB – minimum score required to gain admittance to a branch of the armed services in the year the student graduates

OR

Successfully complete a concurrent enrollment course in an academic content area associated with each Keystone Exam in which the student did not achieve at least proficiency

- Credit-bearing non-remedial approved concurrent course
- Aligned to the respective keystone exams
- Passing grade on the approved concurrent course
- High school or college transcript as evidence

OR

Successfully complete a pre-apprenticeship program

- Specific career training designed to prepare a student for an occupation in an approved schedule of related instruction

- Program must be registered with the Director Apprenticeship and Training Office, PA Department of Labor and Industry
- Meets all pre-apprenticeship program requirements, per specific industry requirements

OR

Be accepted in an accredited 4-year nonprofit institution of higher education and have evidence of the ability to enroll in college-level coursework

- Acceptance letter from an accredited 4-year nonprofit institution
- Placement test results indicating the student may enroll in college-level coursework
- College registration form confirming enrollment
- Local profile of an acceptable high school GPA, attendance record, and SAT/ACT score

Advanced Placement (AP) exam: score of 3 on an AP exam related to one of the following courses

Algebra Equivalent	Literature Equivalent	Biology Equivalent
AP Calculus AB	AP English Language and Composition	AP Biology
AP Calculus BC	AP English Literature and Composition	AP Environmental Science
AP Computer Science A		AP Chemistry
AP Computer Science Principles		AP Physics 1: Algebra-Based
AP Statistics		AP Physics 2: Algebra-Based
AP Physics 1: Algebra Based		AP Physics C: Electricity and Magnetism
AP Physics 2: Algebra Based		AP Physics C: Mechanics
AP Physics C: Electricity and Magnetism		
AP Physics C: Mechanics		
AP Chemistry		

International Baccalaureate (IB) exam: score of 4 on an IB exam related to one of the following courses

Algebra Equivalent	Literature Equivalent	Biology Equivalent
IB Mathematics: Analysis and Approaches SL	IB Language A: Literature	IB Biology
IB Mathematics: Analysis and Approaches HL	IB Language A: Language and Literature	IB Chemistry
IB Mathematics: Applications and Interpretation SL	IB Literature and Performance	IB Design Technology
IB Mathematics: Applications and Interpretation HL		IB Physics
IB Computer Science		IB Sports, Exercise and Health Science
IB Chemistry		
IB Physics		

Pathway 5 – Evidence Based Pathway

Student will meet local requirements for academic content covered by the keystone exams for all subjects where they did not earn proficiency on the keystone.

AND THREE (3) PIECES OF EVIDENCE

At least one (1) of the following:

- Attainment of an established score on an alternate assessment
 - SAT Subject Test – 630
 - Act Work Keys: Silver Level
 - AP (3) or IB (3) related to student career choice
- Acceptance to an, other than 4-year accredited nonprofit institution of higher education
 - Acceptance letter
 - Act Work Keys: Silver Level
 - Placement test results
 - College registration form
 - Local profile of acceptable HS GPA, attendance record, CAT/ACT score
- Attainment of an industry recognized credential
 - Documentation that verifies attainment as defined by the Office of Elementary and Secondary Education
- Successful completion of a concurrent enrollment or postsecondary course
 - Credit bearing non-remedial course
 - Approved concurrent course aligned to the respective Keystone exams
 - Passing grade on an approved concurrent course
 - High school or college transcript as evidence

Up to two (2) of the following:

- Service-Learning Project completion
 - Must include project learning goal(s), project activities, and the project's contribution to the community
 - Supervised and assessed by an adult; successful completion is verified in writing by the adult supervisor
 - Sufficient duration and intensity to address identified community needs and meet specified project learning goal(s)
- Proficient or Advanced on a Keystone Exam
 - Scaled score of 1500 or higher on one Keystone exam
- Letter guaranteeing full-time employment
- Internship or Cooperative Education Program
- Compliance with NCAA's core courses for college-bound student athletes
 - Minimum GPA requirements (2.0) in approved NCAA core courses

Grade Level Requirements

To be ranked as a:

10th Grader: 6 credits must be earned by the end of 9th grade.

11th Grader: 12 credits must be earned by the end of 10th grade.

12th Grader: 18 credits must be earned by the end of 11th grade.

Enrollment Requirements

- Due to low enrollment numbers some courses may not be offered. This includes Honors courses, DE courses, DE elective courses and general elective courses. If a course you chose is not offered, your counselor will select for you from your list of alternatives.
- Any student who is enrolled in a summer school course must have the course completed and the official grade/credit information must be received in the HS Counseling office within 5 days of the first day of school.

Testing Information

The testing program at the high school encompasses a variety of tests that serve several purposes. While some of these tests are mandated, others are administered as a service to students and their families. Testing information will be provided throughout the school year.

Honor Roll Criteria

Students will be recognized at the end of each nine weeks grading period for outstanding work. The following criteria will be used to determine these honors:

High Honor Roll:	90% - 100% average NGA by marking period
Honor Roll:	80% - 89% average NGA by marking period

Regardless of NGA, a student cannot qualify for either honor roll if he/she achieves a grade below 70% in any course.

To qualify to wear an Honor Cord at graduation, a student must earn a cumulative 90% average, beginning with 9th grade and continuing through the fourth marking period of the 12th grade year.

Class rank including the valedictorian and salutatorian will be determined using all grades earned beginning in 9th grade and continuing through the fourth marking period of the 12th grade year.

Graduation Honors

The Tyrone Area High School will recognize the valedictorian and the salutatorian at commencement exercises based on class rank. A student must earn a cumulative 90% average, beginning with 9th grade and continuing through the 4th marking period of the 12th grade year to be eligible for an Honor Chord at graduation. Additionally, the following academic accomplishments will be honored for students who earn the following numerical percentages and who complete their graduation projects with honors.

Weighted Numerical Grade:

Summa Cum Laude	98% or better
Magna Cum Laude	94%-97%
Cum Laude	90%-93%

Regardless of GPA, a student cannot qualify for either honor roll if he/she achieves a grade below 70% in any course.

National Honor Society

Scholarship: Students, who have a cumulative grade point average of 90% standard of excellence, meet the scholarship requirement for membership. These students are then eligible for consideration on the basis of service, leadership, and character

Service: This quality is defined through the voluntary contributions made by a student to the school or community, done without compensation and with a positive, courteous, and enthusiastic spirit.

Leadership: Student leaders are those who are resourceful, good problem solvers, promoters of school activities, idea-contributors, dependable, and persons who exemplify positive attitudes about life. Leadership experiences can be drawn from school or community activities while working with or for others.

Character: The student of good character upholds principles of morality and ethics, is cooperative, demonstrates high standards of honesty and reliability, shows courtesy, concern, and respect for others, and generally maintains a good and clean lifestyle.

Sophomores and juniors are inducted after the third nine weeks of the school year who have earned a 90% or higher-grade point average during each of the first three marking periods.

Failure to meet the eligibility criteria for a marking period results in a letter of probation.

Failure to meet the eligibility criteria for two consecutive marking periods results in permanent loss of membership.

Grading System

Marking period grades are reported by percentages.

100	99	98	97	A+
96	95	94	93	A
92	91	90		A-
89	88	87		B+
86	85	84	83	B
82	81	80		B-
79	78	77		C+
76	75	74	73	C
72	71	70		C-
69	68	67		D+
66	65	64	63	D
62	61	60		D-
59	and Below			F

Report Cards

Report cards are a measure of student progress throughout the school year. They are available four times per year at the end of each nine-week marking period on the sapphire portal. If questions arise concerning grades, contact either the teachers or the appropriate guidance counselor.

The following is a listing of comments which are used by the faculty on the report cards:

Comments:	
1	Conscientious student
2	Puts forth effort
3	Shows improvement
4	Interested in this subject
5	Cooperative
6	Shows originality
7	Aptitude in this area
8	Good project
9	Good note-taking skills
10	Habitually tardy
11	Cuts class
12	Puts forth little effort
13	Poor test grades
14	Talks too much
15	Wastes time
16	Poor attitude in this class
17	Disrupts the class
18	Unprepared for class
19	Doesn't participate in class
20	Takes poor notes
21	Doesn't complete assigned work
22	Irregular attendance
23	Parent-teacher conference desired
24	Doesn't work up to ability
25	Doesn't make up tests when absent
26	Doesn't make up work when absent

Interim Reports

If a student is having difficulty in any subject and is in danger of failing, parents/guardians should receive an interim report. These reports are sent out in the middle of each nine-week marking period.

It is our desire that all students will work hard during an entire grading period to earn passing grades. It shall be understood that if a student does not receive a mid-quarter interim report for a particular subject, it is still possible to fail a course for the marking period if he/she is not doing passing work at the end of the reporting period.

Summer School

A student who has failed certain course/s can make those courses up at summer school through the Tyrone Area High School. The need to take multiple classes or courses not available within the Tyrone Area Summer School Program may be taken at other qualified educational institutions at a cost to the parent/guardian or student. Summer school information will be mailed home by the Main Office staff at an appropriate time at the end of the school year. It is the parents' and student's responsibility to complete the necessary paperwork to register for summer school. In addition, it is the parent's and student's responsibility to pay the costs associated with attendance in any summer school program.

Grades for courses remediated during summer school will be placed on the student's high school transcript. The grade received in the summer school course will determine whether the student has passed the course or has the necessary pre-requisite average to continue in the subject area.

Academic Support Services

Academic support services are available for high school students who encounter academic difficulty with their classes. Services may include tutoring with subject teachers, peer tutoring, referral to an academic support teacher, or to a structured study hall. After-school Academic Support will also be available several days a week. Students and/or parents can seek referral for Academic Support through the student's advisor or guidance counselor.

Golden Eagle Advisory Program

The Advisory Program is to provide students and their parents with a more personalized educational structure. Students will be assigned to a teacher-advisor in grade-level groups of 15-20 for their school year. The focus of the Advisory Program will be student advocacy. Advisors will individually conference with each student to review his/her grades and assignments on Sapphire. If students are having difficulty in a subject, the advisor can refer them to Academic Support, to that subject teacher, or to Guidance to discuss other options.

Because a student's advisor will be monitoring academic progress on a regular basis, parents are encouraged to contact the advisor if they have any questions or concerns regarding their student's academic performance. This can be done through email, a phone call, or by making an appointment. Of course, parents are also welcomed to contact course instructors or the Guidance Office with questions or concerns.

Midterm & Final Examinations

Midterm and final exams are integral parts of a course of study. The following regulations will govern these exams:

- The final grade is the result of the cumulative average of a student's four quarter grades and his/her performance on both the midterm and final examinations. An exam is to be given at the midpoint and at the completion of every course, both semester and year-long.
- The midterm assessment and the final assessment each stand alone with the midterm exam counting for 10% of the final grade and the final examination accounting for another 10% of the final grade. The actual grade for the midterm and final examination will each be printed on the report card.
- The nature of these examinations may vary. Various means of assessment, where appropriate, are strongly encouraged, but in all cases, the midterm and final exams must evaluate mastery of the minimum competencies expected upon completion of the course, as well as mastery of PA academic standards/assessment anchors. All midterm and final exams must be submitted to the principal for review and approval within at least two weeks of the intended date of administration.
- All students in AP courses are expected to take the national AP exam in the respective subject areas. Those students, who choose to take the national AP exam, may be exempted from the local final examination, with

their final grade for the course being the average of their percentages for each of the four marking periods and their midterm grade. AP students who take the national AP exam may also choose to take the local final examination with the option of including it as 10% of their final grade, or exempting it, with their final grade for the course being the average of their percentages for each of the marking periods and the midterm, whichever is higher. Students who do not take the national AP exam are required to take the local final examination which will account for 10% of the final grade.

- Students earning a grade of A for each of the four marking periods plus a grade of A for the midterm exam may be exempted at the teacher's discretion from taking the final exam, with their final grade for the course being the average of their weighted percentages for each of the marking periods and the midterm exam. Should they choose to take the final exam, their final grade for the course will be the average of their percentages for each of the marking periods, the midterm exam, and the final exam.

Participation Grade

Students are to fully participate in all classroom activities. This participation may count for up to twenty-five percent of the student's grade. Consistent attendance is essential for full participation.

Suggested Grading Scale for Discussion & Classroom Participation

- Comments in class demonstrate that the student is doing the reading and came to class prepared to ask well-formulated and critical questions of the text and their peers. This participation demonstrates their mastery of the material. They are also able to listen to their peers and generate insightful and constructive responses to the debates that will ensue. Student discussion skills reflect coherent and sophisticated reasoning.
- Comments in class demonstrate that student is doing the reading and that they are able to process the main elements of the text. Students are able to generate satisfactory questions, but do not have "critical distance." They are also able to listen to the comments of their peers and respond with helpful feedback. Whether they agree or disagree with their peers they are able to generate constructive questions with basic reasoning skills.
- This grade will reflect students who have done the reading but have made no extra effort to step back and untangle difficulties, reflect, or question. Students might make frequent comments or make frequent comments without relating them directly to the discussion at hand.
- Students who do not do the reading will receive a D grade for participation. This especially includes students who pretend to have done the reading and waste discussion time by commenting on material with which they are unfamiliar. This also includes students who do not follow rules of respect and politeness with regard to opposing opinions. (Please recognize that they understand that on occasion students will be prevented by some natural disaster from doing the reading. This does not mean that they will receive a D grade, nor does it mean that they should not participate in the discussion. In the event that the student was unable to do the reading, please just let them know that you will take it into account. You will respect that fact that they attempt to communicate with you. Students should also take this into account when leading the discussion.)

As with the technique introduced, it will be important for the teacher to model and give multiple examples, as well as, opportunities to practice skills. In any event daily classroom activities should involve all students and necessitate their full participation. While the participation part of the grade should not be more than 25% of the total 9-week grade, it should be one of the major reasons a student wants to be in a class.

Homework Guidelines

Homework is defined as any work planned or approved by the teacher to be completed by the student outside of the regular classroom without the immediate and direct supervision of the teacher. The teachers in the Tyrone Area High School have primary responsibility for assigning, monitoring, and evaluating the students' homework.

The Tyrone Area High School advocates the concept of homework to provide an additional positive learning opportunity that enhances home/school communication. Homework should be perceived as a function that supports learning and should not be assigned as busy work or as punishment. Furthermore, homework assignments are to address the individual academic and career goals of all students. More specifically, homework is (1) To provide an extension of classroom learning. (2) To reinforce skills in subject areas. (3) To prepare students for subsequent classroom instruction. (4) To develop individual initiative, self-discipline, and responsibility. (5) To develop good study habits and study skills.

In determining homework assignments, keep in mind the following:

All teachers will examine the use of homework.

Homework needs to be done. It is not optional.

Homework should be reasonable in length (1 ½ to 2 hours depending on grade level per night total from all teachers for high school students).

Homework should be given in small increments and should not be overwhelming for students.

Homework should be practice of information already taught.

Homework should be used (and not just collected) in class and teachers should go over homework the next day.

Homework needs to count with either a percentage of the overall grade, or using a value-added approach.

Homework should not simply be uncompleted class assignments.

Homework must be started in class with the parts that are to be completed in class clearly specified.

If students don't finish homework assignments, they may not have grasped the material.

Students should:

- Be aware of the homework policy and guidelines of the Tyrone Area High School.
- Assume responsibility to produce original work.
- Complete all assignments in the allotted time frame.
- Arrange to make up missed assignments as required by the teacher(s).
- Ask for further explanation if original directions are not completely understood.
- Assume responsibility for remembering and/or recording assignments.
- Initiate the request for help when needed.
- Know the completion date and the specific format required by the teacher for completing the assignment.
- Complete assignments neatly and legibly.
- Maintain good study habits.
- Budget time for short-term, as well as long-term assignments.
- Communicate with parents and teachers concerning problems with assignments.

Parents should:

- Become familiar with the homework policy and guidelines of the Tyrone Area High School.
- Provide an area that is conducive to learning.
- Help motivate and/or assist the student to fulfill homework responsibilities without doing it for him/her.
- Establish regular study time.
- Develop a suitable study schedule.
- Communicate with teachers concerning problems with or questions about homework.
- Cooperate with the teacher in reinforcing the value of homework.
- Help your child set a limit to extracurricular activities when the activities interfere with homework and study time.

Make-up Work Guidelines

Students must be given the opportunity to make up missed work and tests after any absence. If the student has been absent for more than one day, it is unreasonable to insist that they make up a missed test on the day they return to school. Most students do not study for a test until the day before it is given; even when they have been given advanced notice. Therefore, it is unlikely that the students would have the necessary notes, text, etc., with them at home to prepare for a test if they have been absent two or more days before the test is given. Allow them at least one additional day to prepare before insisting that they take the test, and more time if their absence was extended.

If a student is suspected of being deliberately absent on test days, the teacher will report the situation to guidance so that a conference can be held with the student. If absences continue, ask guidance to report the problem to administration. The following guidelines should be used for make-up work:

- It is the responsibility of the student, upon returning to school, to contact the teacher for make-up work and to complete that work.
- It is the responsibility of each teacher to provide make-up work for absences.

- A student will be given a reasonable amount of time for make-up work. Generally, a student will be given two days after a single day's absence and five days after two or more days absent, unless the student was already aware of the assignment. Teachers may use their discretion to further extend the amount of time for make-up work.
- If a student fails to complete a test/assignment that has been rescheduled by a teacher due to an absence, the grade automatically becomes a zero.
- If a student arrives late to school, he or she is responsible for contacting the teacher that day to take any test scheduled or submit work due that day.
- Failure of the student to contact the teacher or make up the work within the time allotted will result in a zero for a grade.
- Students may make up all work missed during a suspension from school within the allotted time established above.
- Grades of students will not be lowered for disciplinary reasons. A "class participation" grade may be lowered if the students' lack of attendance prevents him/her from making a meaningful contribution to class. Both student and parent should be informed of this circumstance, as well as, the Principal.

A teacher may use professional judgment in granting exceptions to these rules.

It is the high school's goal to move all students towards successful completion of assignments and assessments. Some students may need additional teacher assistance in reaching this goal.

Athletic/Extra Curricular Eligibility Requirements

The Tyrone Area School Board has approved eligibility requirements for participation in extracurricular activities that are not a part of the daily assignments. Students involved in athletics and extra-curricular activities must attend at least a half day of school to participate in the event that evening. Based on the requirements, eligibility is determined as follows:

Weekly Eligibility Requirements:

Teachers report names of students who are failing to the Athletic Office each Thursday.

Students who are failing more than one class are ineligible to participate for the following week. (Sunday through Saturday)

Marking Period Requirements:

Students must earn a 70% (C-) average during marking periods 1, 2, and 3.

Students must earn a 70% (C-) cumulative yearly average to participate in fall activities during the subsequent school year.

Students may have no more than one failing grade.

Students must pass a minimum of 4.5 credits.

Students may miss no more than a total of 20 school days during a semester.

Ineligibility will last for 15 school days which starts the day the report cards are distributed.

PLEASE NOTE that **Weekly Eligibility Requirements** and **Marking Period Eligibility Requirements** are different.

High School students who are enrolled in the following credit bearing courses may participate in performance-based evening activities:

Concert Band

Jazz Band
Pops Extension
Concert Choir
Eagle Yearbook
Tyrone Eagle Eye Newspaper
Video Production

Students will only be eligible to participate in those performances which comprise a percentage of their marking period grades. No other after school activities are considered part of a credit bearing course. Therefore, students must meet policy requirements in order to participate in them.

Post-Secondary Preparation

Students who plan to continue their formal education following graduation from high school (i.e. attend college, technical school, nursing school, business college, etc.) should realize that entrance requirements vary from institution to institution. Early exploration of colleges will be advantageous so that high school courses may be selected to meet entrance requirements. High scholastic achievement is essential for entrance to college. Please note that a student's class rank at the end of their **junior** year will be included on college applications.

Four-year colleges/universities look for students who have completed Algebra I, Algebra II, and Geometry. Some specific majors require trigonometry and calculus as well. Two-year colleges and technical schools also encourage students to have taken at least Algebra I and II. Early exploration of colleges and career pathways will help guide your decision-making process when high school course selections are made. Additionally, two years of a laboratory science (e.g. – Biology, Chemistry, and Physics) should be completed by all students pursuing post-secondary education. Taking two years of the same foreign language is also strongly recommended. In general, college-bound students should challenge themselves with the most academically rigorous courses in which they can succeed.

ADMISSION CRITERIA FOR POST SECONDARY EDUCATION MAY INCLUDE:

- Courses Taken/GPA
- SAT Scores
- Rank in Class
- Counselor/Teacher Recommendations
- Application Questions and Essays
- Personal Interview (if available)
- Activities outside the classroom
- Special Talents, Skills, and Interests

Career Pathways

The development of Career Pathways is a re-organization of the high school curriculum that reflects how electives are related to career clusters. A career pathway at Tyrone Area High School is a program of study leading to a group of related careers requiring similar interests, abilities, and basic education to pursue postsecondary training or employment. Five career pathways have been identified at Tyrone Area High School:

Arts and Communication
Health, Science, and Agriculture
Engineering, Math, and Industrial Technology
Social and Human Services
Business, Finance, Information Technology, and Entrepreneurship

A career pathway is not a choice of a college or a decision to attend college. Within each pathway are multiple careers that require differing amounts of post-secondary education. Some careers within the pathway require four or more years of college, some require a two-year associate or technical degree, some a specialized training program or apprenticeship, and a very few can be entered directly from high school. A student's post-secondary plans will be determined through the development of a more specific career goal, which begins with the selection of a particular career pathway and then subsequent exploration of the occupations within that pathway.

The purpose of Career Pathways is to provide opportunities throughout high school for students to explore careers that interest them. Although the process of career development is unique to each student, everyone will have the opportunity to identify his/her interests and abilities and how these relate to various careers. Students will receive educational advising regarding the selection of electives to match interests and also have the opportunity for such activities as job shadowing, attending various postsecondary and business fairs and expos, and hearing career-related speakers. In 9th grade, students will have the option to take career pathway exploratory quarter courses in order to help them begin exploring career interests. Then, in grades 10-12, in addition to the required academic courses, students can choose career and technology electives, foreign language (also available to 9th grade students), or more advanced science and math courses to prepare them for postsecondary education or employment.

Career Education and Work Standards

The Pennsylvania Department of Education has established the Academic Standards for Career Education and Work. These standards state that students should graduate from high school, prepared to enter postsecondary education or employment, with proficiency in the following four areas:

- Career Awareness and Preparation
- Career Acquisition (Getting a Job)
- Career Retention and Advancement
- Entrepreneurship

These standards support the efforts of Tyrone Area High School in preparing students through Career Pathways.

Section 3-Services

Guidance Services

The Guidance Department provides support and services to students in grades 9 to 12 and beyond to promote success with academic, personal/social, and career development. Students are welcome to visit the Guidance Office during the school day or before/after school by appointment. Communicating with and/or securing a signed hall pass from Guidance staff or a classroom teacher is required prior to visiting the Guidance Office.

Services include:

- Registration and orientation of new students
- Assistance with student course selection and planning
- Graduation planning and tracking
- Career development planning
- Administration and interpretation of standardized tests
- Post-secondary education planning
- Maintenance of permanent records for all students
- Completion of transcripts and letters of recommendation
- Individual and group counseling
- Identification and facilitation of Academic Support needs and requests
- Referrals to appropriate in-school resources and outside agencies for students as needed

Guidance Counselor:

Jessica Koeck

Nicole Taneyhill

Kelsey Broadfield

Shannon Flanagan

Grades 11-12

Grades 9-10

Career Counselor

Social Worker

Other Counseling Services

The Guidance Department offers the following additional services:

- Addressing student issues (social, emotional, and behavioral concerns).

- Mediating peer to peer, student to teacher and student to parent.
- Making referrals to appropriate agencies to support students.
- Making recommendations for dealing with anger, depression, substance abuse, etc.
- Providing resources within the school to meet student needs.
- Designing and implementing groups which address identified student concerns.
- Identifying learning needs and providing the appropriate adaptations.
- Providing counseling services for AEP students.

Home School Visitor/Social Worker Services

Tyrone Area School District offers student and family support through its Home School Visitor and School Social Worker. The Home School Visitor is a licensed social worker whose role is to be a liaison and often a primary contact between the school and the student and his/her family. The Home School Visitor helps the student to maximize educational opportunities; develop strategies for self-control, anger management and coping with stress; helps the student increase self-awareness and to develop decision-making skills. The Home School Visitor helps parents increase effective participation in their child's education; better understand the social/emotional needs of their child and how those needs impact learning. The Home School visitor helps parents increase awareness of school resources and community resources and facilitates referrals to those resources when requested. The Home School Visitor helps the school to understand the cultural, economic, family and health factors impacting the child's readiness to learn; provides representation at internal and external team meetings about the child and relates parent requests to staff and staff requests to parents in the best interest of the child. The Home School Visitor helps the community by promoting a caring school climate, by active participation in developing prevention initiatives and advocating for social justice, by providing classroom and community presentations, and by contributing to the success and well-being of young community residents throughout their educational process.

Homebound Instruction

Homebound instruction will be provided for students who are absent from school for an extended period because of serious illness or operations. This service cannot be provided, however, until the school receives a letter from the student's physician. This physician's excuse is subject to review quarterly.

- Will be authorized only with a physician's prescription which details the nature of the medical need for homebound instruction and asks whether accommodations within the building would be needed and/or in what manner the student might transition back to the building. A Homebound Prescription and family contract is available upon request in the Main Office.
- Students on homebound instruction will not be permitted to participate in extracurricular activities, field trips, sports, sporting events, dances, or proms.
- Students on homebound instruction will not be permitted to attend the Altoona Career and Technology Center.

Student Assistance Program

The Tyrone Area School District provides a Student Assistance Program to identify students having difficulty in school because of problems related to substance abuse and/or mental health issues. Students identified as being "at-risk" will be assessed and, when necessary, referred for professional help.

SAP is...

an identification program
an intervention program
a referral program

SAP is not....

a counseling program
a treatment program
disciplinary consequence

- The Student Assistance Program was designed to connect students experiencing substance abuse problems, suicide issues, or other mental health concerns with appropriate information and counseling services. The task of the Student Assistance Program is to monitor students having trouble in school. The team gathers data for the assessment of students' needs for help and counseling.
- Referrals to the Student Assistance Program may be made by school personnel, parents, and/or students. Students who violate the District's Drug and Alcohol Policy will automatically be referred to the Student

Assistance Program. Recommendations from the Student Assistance Team regarding drug and alcohol violations will be binding.

- Students referred to the program may receive professional counseling at appropriate drug and alcohol and/or mental health agencies that serve the Tyrone Area School District. All information concerning students who are referred to the program will remain CONFIDENTIAL.

When to Make a Referral

It may be time to refer yourself or a friend if you notice the following signals:

- Drop in grades
- Cutting school
- Change in personal appearance
- Erratic behavior
- Physical symptoms – runny nose, watery eyes, frequent illness, listlessness
- Illegal activities – theft, selling/buying drugs, extorting money, etc
- Family problems
- Visible signs or talk of harm to oneself

How to Make a Referral

- Talk to a Guidance Counselor
- Talk to a Dean of Students or Principal
- Or complete a referral form available in the guidance office

Frequently Asked Questions about SAP

- *Who finds out?*

Only a small group of trained and concerned teachers, counselors and administrators, who keep it confidential.

- *How do I find out if my friend gets help?*

You won't unless he/she tells you because it's confidential.

- *Do their parents find out?*

Usually, but not always, it depends on the situation.

- *Will my friend know who referred him or her?*

No, it is anonymous.

- *Will my friend get into trouble or get consequences from school?*

No, SAP is here to help.

Special Education Department

Chapter 14 IDEA

The Special Education Department provides programs and services in accordance with the Individuals with Disabilities Education Act (IDEA) and PA Chapter 14 Special Education Programs for students with disabilities. A child with a disability means a child who as the result of a multidisciplinary evaluation is determined to meet the criteria in one or more of the following categories: intellectual disability, a hearing impairment including deafness, a speech or language impairment, a visual impairment including blindness, serious emotional disturbance, an orthopedic impairment, autism, traumatic brain injury, another health impairment, a specific learning disability, deaf-blindness, or multiple disabilities and who is determined to need special education and related services. Related services are designed to enable the child to participate in or access his or her program of special education. Examples of related services are speech and language therapy, occupational therapy, physical therapy, nursing services, audiologist services, counseling, and family training.

The following definitions apply to the 13 categories of exceptionality as defined by IDEA:

Autism

Autism means a developmental disability significantly affecting verbal and nonverbal communication and social interaction, generally evident before age 3 that adversely affects a child's educational performance. Other characteristics often associated with autism are engagement in repetitive activities and stereotyped movements, resistance to environmental change or change in daily routines, and unusual responses to sensory experiences. The term does not apply if a child's educational performance is adversely affected primarily because the child has an emotional disturbance.

Deaf Blindness

Deaf blindness means concomitant hearing and visual impairments, the combination of which causes such severe communication and other developmental and educational needs that they cannot be accommodated in special education programs solely for children with deafness or children with blindness.

Deafness

Deafness means a hearing impairment that is so severe that the child is impaired in processing linguistic information through hearing, with or without amplification that adversely affects a child's educational performance.

Emotional Disturbance

Emotional disturbance means a condition exhibiting one or more of the following characteristics over a long period of time and to a marked degree that adversely affects a child's educational performance:

- (i) An inability to learn that cannot be explained by intellectual, sensory, or health factors.
- (ii) An inability to build or maintain satisfactory interpersonal relationships with peers and teachers.
- (iii) Inappropriate types of behavior or feelings under normal circumstances.
- (iv) A general pervasive mood of unhappiness or depression.
- (v) A tendency to develop physical symptoms or fears associated with personal or school problems. The term includes schizophrenia. The term does not apply to children who are socially maladjusted, unless it is determined that they have an emotional disturbance.

Hearing Impairment

Hearing impairment means an impairment in hearing, whether permanent or fluctuating, that adversely affects a child's educational performance but that is not included under the definition of deafness in this section.

Intellectual Disability

Intellectual disability means significantly sub average general intellectual functioning, existing concurrently with deficits in adaptive behavior and manifested during the developmental period that adversely affects a child's educational performance.

Multiple Disabilities

Multiple disabilities mean concomitant impairments (such as intellectual disability-blindness, intellectual disability-orthopedic impairment, etc.), the combination of which causes such severe educational needs that they cannot be accommodated in special education programs solely for one of the impairments. The term does not include deaf blindness.

Orthopedic Impairment

Orthopedic impairment means a severe orthopedic impairment that adversely affects a child's educational performance. The term includes impairments caused by congenital anomaly (e.g., clubfoot, absence of some member, etc.), impairments caused by disease (e.g., poliomyelitis, bone tuberculosis, etc.), and impairments from other causes (e.g., cerebral palsy, amputations, and fractures or burns that cause contractures).

Other Health Impairment

Other health impairment means having limited strength, vitality or alertness, including a heightened alertness to environmental stimuli, that results in limited alertness with respect to the educational environment, that-

- (i) Is due to chronic or acute health problems such as asthma, attention deficit disorder or attention deficit hyperactivity disorder, diabetes, epilepsy, a heart condition, hemophilia, lead poisoning, leukemia, nephritis, rheumatic fever, and sickle cell anemia; and
- (ii) Adversely affects a child's educational performance.

Specific Learning Disability

Specific learning disability means a disorder in one or more of the basic psychological processes involved in understanding or in using language, spoken, or written, that may manifest itself in an imperfect ability to listen, think, speak, read, write, spell, or to do mathematical calculations, including conditions such as perceptual disabilities, brain injury, minimal brain dysfunction, dyslexia, and developmental aphasia.

(i) Disorders not included. The term does not include learning problems that are primarily the result of visual, hearing, or motor disabilities, of intellectual disability, of emotional disturbance, or of environmental, cultural, or economic disadvantage.

Speech or Language Impairment

Speech or language impairment means a communication disorder, such as stuttering, impaired articulation, a language impairment, or a voice impairment, that adversely affects a child's educational performance.

Traumatic Brain Injury

Traumatic brain injury means an acquired injury to the brain caused by an external physical force, resulting in total or partial functional disability or psychosocial impairment, or both, that adversely affects a child's educational performance. The term applies to open or closed head injuries resulting in impairments in one or more areas, such as cognition; language; memory; attention; reasoning; abstract thinking; judgment; problem-solving; sensory, perceptual, and motor abilities; psychosocial behavior; physical functions; information processing; and speech. The term does not apply to brain injuries that are congenital or degenerative, or to brain injuries induced by birth trauma.

Visual Impairment

Visual impairment including blindness means an impairment in vision that, even with correction, adversely affects a child's educational performance. The term includes both partial sight and blindness.

Special education services are provided according to the primary educational needs of the child, not the category of disability. The types of services available are (1) learning support, for students who primarily need assistance with the acquisition of academic skills; (2) life skills support, for students who primarily need assistance with development of skills for independent living; (3) emotional support, for students who primarily need assistance with social or emotional development; (4) deaf or hearing impaired support, for students who primarily need assistance with deafness; (5) blind or visually impaired support, for students who primarily need assistance with blindness; (6) physical support, for students who primarily require physical assistance in the learning environment; (7) autistic support, for students who primarily need assistance in the areas affected by autism spectrum disorders; and (8) multiple disabilities support, for student who primarily need assistance in multiple areas affected by their disabilities.

Related services are designed to enable the child to participate in or access his or her program of special education. Examples of related services are speech and language therapy, occupational therapy, physical therapy, nursing services, audiologist services, counseling, and family training.

Chapter 15 Service Agreements

The Special Educational Department ensures students who have a physical or mental impairment have equal opportunity to participate in school programs and extracurricular activities to the maximum extent appropriate. We will provide each 504 eligible students enrolled in our district those related aids, services, or accommodations which are needed to afford the student equal opportunity to participate in and obtain the benefits from the school programs and extracurricular activities without discrimination, and to the maximum extent appropriate to the student's abilities.

To meet the criteria for services under Chapter 15, a student needs to be identified as a student with a disability. To meet these criteria, a student must be of school age and have a physical or mental disability that substantially limits or prohibits participation in or access to an aspect of the student's school program.

If, through an evaluation, the parents and the district agree that the student needs to have a service agreement (504 Plan), then the service agreement is written and executed. The service agreement specifically states the related aids, services, and accommodations that the student will receive, and the date the services will begin and end. If appropriate, a service agreement should also identify procedures to occur in the event the student has a medical emergency.

Chapter 16 Gifted Program

The Tyrone Area School District is committed to providing programs that lead to the success of every child. Recognizing the unique talents, needs, and aspirations of each child, all stakeholders, including teachers, parents,

students, and the community, work together in a partnership to identify resources and design the instructional strategies required for children to fulfill their potential. Schools are designed and operated first and foremost for the benefit of students, providing developmentally appropriate, welcoming, and nurturing environments.

As a part of the above vision, TASD is committed to providing gifted education services that are designed and implemented for gifted students to demonstrate growth and progress. We believe that gifted programming must be integrated into the regular school program so that there is challenge throughout the school day, not just during a few hours a week. To best serve our gifted population, our district:

- Provides an appropriately differentiated instructional program responsive to student ability and learning needs
- Assists students in achieving maximum use of potential to achieve personal success
- Provides a continuum of program service options
- Addresses the social and emotional needs of diverse gifted students
- Supports an educational environment that challenges gifted learners and enables students to perform at levels of excellence
- Facilitates the development of self-directed learners

Program Goals

We believe that our best chance to provide instruction that challenges all students to perform at individual levels of excellence will come from cultivating the common ground between gifted education and general education.

- To integrate gifted education into the total school program through service options that are flexible, dynamic, and inclusive.
- To create a learning environment that values and nurtures intellectual ability, creativity, and decision making by providing an array of service options which supports individual growth at varying levels of abilities, needs, and interests.
- To develop an identification procedure using multiple criteria to appraise student need for differentiated services and the kind of services needed.
- To provide a comprehensive staff development program to enable teachers to serve the needs of advanced learners more appropriately.
- To involve parents and other community members in the effort to enrich and extend the learning opportunities for advanced learners inside and outside the school.
- To differentiate and enrich the core curriculum to challenge the advanced learner. We endorse the following working definition of differentiation (Carol Tomlinson, 1995): "...consistently using a variety of instructional approaches to modify content, process, and/or products in response to learning readiness and interest of academically diverse students."
- To provide opportunities for acceleration to allow high ability students to move through material at the pace appropriate for their abilities.
- To use flexible grouping options to give advanced learners peer support and chances to work together without separating them from the rest of their classmates.
- To progress-monitor student growth as a means of both student and district accountability.
- To encourage collaboration among teachers in the same and different schools through flexible schedules, staff development, and administrative support.

For additional information please contact the Special Education Office at (814) 684-0710 x 4120.

Katie Riley, Administrative Assistant

(814) 684-0710 x4120

kriley@tyrone.k12.pa.us

Dual Enrollment Program

Tyrone Area High School students are afforded a unique opportunity to take dual enrollment college classes at the high school and participating post-secondary institutions. Requirements will vary based on the course offering requested.

Tyrone Area High School offers classes, taught by TAHS faculty, for college AND high school credit. Also, qualifying students have the option to attend college classes on the following college campuses: Juniata, Penn State Altoona, and Penn State University Park.

NOTE: There is no guarantee that your college course credits will transfer to the college you plan to attend after high school. Contact your chosen college's admissions office if you have questions about credits that will transfer.

DE courses will appear on the student's high school transcript, along with the grade and credit earned. Students are responsible to pay for the college credits if they wish to earn a college credit for the course.

You must attend the college course meeting held by the Guidance Office for students interested in college campus dual enrollment. The meeting is held following scheduling sessions in March. You will be given a booklet of instructions which includes admission criteria and registration information. ***You cannot register for a college class without meeting with your counselor.***

School to Work Program

School-To-Work options at Tyrone Area High School center on Career Exploration and a Work Experience Program. Career Exploration includes: The School-to-Work Program, guidance-directed computer programs, career speakers, assemblies, college visits, and information disseminated during the Advisory period.

Supervised work experiences are also available to seniors and qualified juniors through the Cooperative Education/Diversified Occupations Program and the Pennsylvania Careers Program listed in the *Career Education* section of this guide.

ESL Program

The English as a Second Language Program (ESL) at Tyrone Area High School is designed to meet the needs of students who come from linguistically and culturally diverse backgrounds. Each student is offered support in the following ways: annual language proficiency testing (Bilingual Verbal Ability Test), one-on-one or small group instruction in English, modified tests and study materials, study skills tutoring, homework help, and cultural support.

Each individual student may take advantage of ESL support as needed and as teachers determine necessary. Classroom teachers who instruct English Language Learners also could collaborate with the ESL teacher on matters of modified instruction.

Health Services

The school nurse and/or her assistant are available in the Health Suite throughout the school day. Access to the Health Suite is limited to "emergencies only" during first and last period each day.

A student becoming ill during the school day shall obtain a pass from his or her current teacher and then report to the Health Suite for evaluation and treatment. Written passes are not required for true emergencies or chronic health concerns such as diabetes. If severe symptoms of illness or injury are present, the nurse or her designee will decide with the parent or authorized emergency contact for possible transport home or for further medical evaluation. Students may **NOT** make such arrangements on their own without the appropriate nursing or administrative permission and will be subject to discipline if they do so.

A student with significant signs of illness when he or she arises in the morning should be kept at home. Examples include:

- Fever of 100 degrees or higher; the student needs to stay home for 24 hours after the temperature returns to normal
- Vomiting and/or diarrhea
- Persistent, uncontrollable cough
- "Flu" symptoms, such as those above, plus extreme fatigue, body aches, headache, runny nose, sore throat
- Any undiagnosed rash: the student needs to see a physician before returning to school
- Red, irritated eyes with pus-like or excessive watery drainage; student may return 24 hours after treatment and/or there is no drainage or irritation

- Strep throat; may return 24 hours after antibiotic treatment
- Scarlet fever; may return 24 hours after antibiotic treatment
- Tonsillitis; may return 24 hours after antibiotic treatment
- Chicken Pox; may return in 6 days from the last crop of vesicles
- Impetigo; may return when pustules have healed and judged non-infectious
- Ring worm; may return when judged non-infectious by physician, may attend if area is completely covered
- MRSA skin infection: may return after treatment initiated and cleared for return by physician, may attend if area is completely covered

Reporting to school in such situations is potentially dangerous to the ill student and exposes numerous others to disease as well. It is not the responsibility of the school nurse to provide a diagnosis or second opinion. The parent is responsible for obtaining any necessary medical care for his/her child.

Should the student report to school and need to be sent home at the beginning of the day, the student will be counted as absent for the entire day.

Naloxone nasal spray, also known as Narcan, is available in the Health Suite to treat acute opioid overdose. Nurses at school and school police officer have been trained in its use.

Signs of an opioid overdose include one or more of the following:

- A person who will not wake up or respond to voice or touch
- Breathing that is very slow, irregular or absent
- Very small pupils, sometimes called "pinpoint"
- Fingernails and lips appear blue or purple
- Slow heartbeat and/or low blood pressure

Students or staff suspecting an opioid overdose in another person should **immediately** contact the school nurse or school police officer by phone, radio, or in person.

Persons who report a suspected overdose using their real name and who remain with the overdosing person until emergency medical service or law enforcement arrive are protected from criminal prosecution by law, as is the person whose overdose they report. Persons who administer naloxone in overdose emergencies are similarly protected from civil liability.

Use of Medications

Administering medication during the school day is not recommended unless not doing so would jeopardize the student's health or prevent the student from attending school. All medications must be administered in the Health Suite, except as noted in the next paragraph. Medications given at school must comply with the following:

- A written order from the physician must identify the name of the drug, dosage, purpose, date and times to be given.
- The parent must authorize in writing that the medication be given in school according to the physician's instructions. Forms are available from the school nurse.
- The medication must be provided to the nurse in a container appropriately labeled by the pharmacy or physician.

For their safety, students requiring rescue inhalers for asthma or EpiPen for severe allergic reactions (usually for bee stings or certain foods) are to keep those items in their possession. Again, written documentation is required from the parent or physician. Forms are available from the school nurse.

Acetaminophen (generic Tylenol) may be given by the nurse to students experiencing minor discomforts, with written permission from a parent. Students may not keep this or any other oral medication in their possession.

Library Services

The Library is a learning center, which provides a wide range of books, magazines, audio-visual materials, professional services, and facilities to complement the instructional program of the high school. Students may use the Library for:

- Reference or research work (assigned or independent).
- Checking-out or returning materials.
- Individualized instruction assignments.
- Leisure reading of books, magazines, etc. (unless the center is overcrowded).

Students interested in going to the library during the school day will need to acquire a pass to go the library. The Library is also open in the morning between 7:45 a.m. and 8:10 a.m.

Library Expectations

When visiting our library, students are expected to conduct themselves in an appropriate and respectful manner or the student will be asked to leave and subject to disciplinary consequences. The library must remain quiet and conducive to learning.

Quiet Study

Quiet Study is a place for students to go to study, complete assignments, and work where it is quiet and conducive to learning. A staff member will be there to help students with difficult assignments and provide some basic interventions.

Section 4 Attendance Policy

Experience and research provide evidence that regular school attendance and sound academic achievement are related. The importance of time on task in reaching the district's educational goals can hardly be overestimated. Student attendance and tardy patterns are very important indicators of potential student success. Students who fail to attend class usually are unable to perform satisfactorily in their classes and are unable to benefit from class interactions and activities.

The Tyrone Area School District requires that all students enrolled in the district attend school regularly in accordance with the laws of the state. The educational program offered by this district is predicated upon the presence of the student and requires continuity of instruction and classroom participation. The regular contact of students with one another in the classroom and participation in a well-planned instructional activity under the tutelage of a competent teacher are vital to this purpose.

Free Education and Attendance

All persons residing in this Commonwealth between the ages of 6 and 21 years are entitled to a free and full education in the Commonwealth's public schools. Parents or guardians of all children between the ages of 6 and 18 are required by the compulsory attendance law to ensure that their children attend an approved educational institution, unless legally excused.

A student *may not* be excluded from the public schools or from extracurricular activities because:

- The student is married or pregnant
- The student has a disability as identified by Chapter 15 (relating to protected handicapped students).
- The student is identified under Chapter 14 (relating to special education services and programs).

Supporting the effort to improve student performance, a minimum number of days of attendance will be required to obtain credit for courses. Half day absences will be included in the total as well as tardies and early dismissals.

- 5 unlawful absences- file truancy for any student under age 18.
- 10 or more unlawful absences by the end of the third marking period - loss of Prom
- 10 or more unlawful absences on or before the second marking period loss of Snowball
- 10 or more unlawful absences on or before the first marking period loss of Homecoming
- 25 unlawful absences- an appeals meeting will be scheduled to discuss possible loss of credit

These totals *exclude* suspensions, physicians' excuses, or other school approved absences. An appeal procedure exists for students with special circumstances. Information is available in the Attendance Office.

A student with unlawful absences will receive a maximum grade of 50% for all work each day of the unlawful absence(s), if you complete any work.

Attendance need not always be within the school facilities. A student will be in attendance if present at any place where school is in session by authority of the Board; the student is receiving approved tutorial instruction or health care; the student is engaged in an approved and properly supervised independent study, work-study or career education program; or the student is receiving approved homebound instruction.

It shall be the policy of the Board to consider the effectiveness and appropriateness of the educational program that is offered each student who habitually and repeatedly absents him/herself from such programs. If sincere efforts by the staff and parents cannot rectify the pattern of absence, the Superintendent has the authority to suspend a student from a particular class or from a school into an alternative program in accordance with Board policies.

Chronic Absenteeism

Truancy indicates intentional or unlawful absences. A child is **“truant”** if the child is subject to compulsory school laws and has incurred three or more school days of unlawful absences during the current school year. A child is **“habitually truant”** if the child is subject to compulsory school laws and has incurred six or more school days of unlawful absences during the current school year.

Pennsylvania Compulsory School Attendance Law Truancy-ACT 138

Act 138 establishes penalties for parents with children under age 15 or children age 15 and older who fail to comply with the provisions of the Public-School code regarding compulsory school attendance. Under Act 138, a parent who fails to comply with the provisions of the Code regarding compulsory attendance could be ordered to pay a fine not to exceed \$300 and to pay court costs or be sentenced to complete a parenting education program offered and operated by a local school district, medical institution, or other community resource.

Children Under 15 Years of Age

If a habitually truant child is under age 15, the school must refer the child to either (1) a school-based or community-based attendance improvement program or (2) the county children and youth agency for services or possible disposition as a dependent child. A school-based or community-based attendance program is a program designed to improve school attendance by seeking to identify and address the underlying reasons for a child's absences. A school-based or community-based attendance program may include an educational assignment in an alternative education program but may not include an assignment in an AEDY program. Additionally, the school may, but is not required to, file a truancy citation against the person in parental relation to the child.

Children 15 Years of Age and Older

If a habitually truant child is 15 or older, the school must either (1) refer the child to a school-based or community-based attendance improvement program or (2) file a citation against the student or person in parental relation to the child. If a habitually truant child 15 child refuses to participate in an attendance improvement program, the school may refer the child to the county children and youth agency for possible disposition as a dependent child.

Filing a Truancy Citation: Proceedings and Penalties for Violation of Compulsory Attendance Requirements

Generally, a truancy citation is filed with the magisterial district judge (MDJ) where the child attends school or would attend school in the child's school district of residence. For children attending cyber charter schools, the cyber charter school must file truancy citations with the MDJ where the child resides. For children attending nonpublic schools, the child's school district of residence must file truancy citations with the MDJ where the nonpublic school student resides.

If a parent is not convicted of a summary offense because he or she took every reasonable step to ensure attendance of the child at school, Act 138 provides that a child who has attained the age of 15 and who fails to comply with the provisions of the Act, or who is habitually truant from school without justification, commits a summary offense, and shall, upon conviction, be sentenced to pay a fine not exceeding \$300 for the first offense,

not more than \$500 for the second offense and not more than \$750 for a third and any subsequent offense or be assigned to an adjudication alternative program pursuant to 42 P.A.C.S. Sec 1520.

A child who has not attained the age of 15 years who fails to comply with the compulsory provisions of the Act and is habitually truant from school, shall be referred to the County Children and Youth Services by the school district for services or possible disposition as a dependent child under 42 P.A.C.S. Sec. 6302.

In addition, any child who has attained the age of 15 years who fails to comply with the compulsory attendance provisions of the Act and is habitually truant may, in lieu of prosecution under other provisions of the Act, be referred to the County Children and Youth Service by the school district for services or possible disposition as a dependent child as defined under 42 P.A.C.S. Sec. 6302.

If a child is convicted and fails to comply with the penalty imposed, the judge may send the record of conviction to the Pennsylvania Department of Transportation (PennDOT). If PennDOT receives such record, PennDOT is required to act against the child's operating privileges. For example, for a first offense, PennDOT must suspend the child's operating privileges for 90 days; for a second or subsequent conviction, PennDOT must suspend the child's operating privileges for six months. For a child who does not have a driver's license, the child will be ineligible to apply for a driver's license for 90 days or six months, depending on the offense. The period of ineligibility will begin to run when the child turns 16.

The Act also grants state, municipal, port authority, transit authority, housing authority, and school police with the same arrest powers as attendance officers and home and school visitors about the arrest or apprehension of a child who fails to attend school in compliance with the provisions of the Act.

Student Attendance Improvement Plan (SAIP)

When a student incurs 3 unlawful absences, a Student Attendance Improvement Conference (SAIC) is offered to the student and family. A SAIC is a conference where the child's absences, reasons for the absences are examined to improve attendance, with or without additional services. Academic progress is also reviewed. The following individuals are invited to the conference:

- (1) The child
- (2) The child's person in parental relation
- (3) Other individuals identified by the person in parental relation who may be a resource
- (4) Appropriate school personnel
- (5) Recommended service providers

The outcome of the SAIC is documented in a written plan know as a Student Attendance Improvement Plan (SAIP) which includes attendance goals, actions for the student and parent/guardian and school and provides for an opportunity for referral to an attendance improvement program.

Absences from School Policy

A student can miss a maximum of twelve (12) days of school, whether the absences are excused by a parental note, medical with a doctor's excuse, or an unlawful absence. All excuses must be turned in within three (3) days upon return to school. The doctor's excuse is to indicate that the student had a medical condition that interfered with the student's ability to attend school on the date of the absence(s) in question. **At three (3) consecutive days and all absences beyond twelve (12) cumulative days shall require an excuse from a licensed physician or the absence will be considered unlawful.** NOTE: For a medical excuse to be valid, a student must obtain and turn in a signed physician's note. Handwritten changes to the physician's note will not be accepted.

- When a student misses ten (10) accumulative days, a meeting may be scheduled between the parents, principal, dean, school social worker, counselor and possibly the teacher(s). If a student misses more than fifteen (15) accumulative days during the school year, the parents(s) or guardian(s) may be required to meet with the principal and dean. Any student missing more than fifteen (15) days is in jeopardy of not passing to the next grade.
- A warning letter will be sent home to the parent/guardians of all students who have accumulated three (3) days of unlawful absences, and a Truancy Conference will be scheduled with the School Social Worker. The Truancy Conference will address the student's violation of the Compulsory School Attendance Law.

- The student will be asked to sign a Truancy Acknowledgment Form. As soon as the school issues a referral to the District Magistrate, a referral may be made to CYS (Children & Youth Services). A doctor's excuse will be required to be presented to the school after the referral is sent to the District Magistrate, for subsequent absences to be considered excused absences.
- The student and family will be given a list of community service providers and their telephone numbers in the event they choose to seek assistance to resolve the problem.

Attendance Rules & Procedures

You must be in your assigned homeroom by 8:00 a.m. (warning bell rings at 7:55 a.m.). Students who do NOT report to homeroom by 8:00 a.m. will be marked tardy to school.

When you return from an absence, you will report directly to your assigned homeroom. If you fail to submit an excuse within three school days of your return to school, then that absence will be counted as illegal.

If you wish to be dismissed early from school, you must visit the main office **before or during** homeroom period to obtain an early dismissal pass. You must sign out in the high school office before you leave the building.

If you arrive late to school or return to school from an appointment, you must visit the high school office to receive an admit-to-class pass. Your teacher will not admit you to class without this pass.

Violation of these attendance procedures will result in disciplinary action beginning at Level 2.

For a student to be eligible for the Perfect Attendance Award, he/she must be present every day that school is in session and not have any tardies to school or early dismissals. Dismissals for school events (sports, etc.) will not count against perfect attendance.

Written Excuse for an Absence/Tardy/Dismissal

The following requirements are in place for a written parental explanation for a student's legal absence/tardy/dismissal:

Parent/guardian is required to submit a **written** explanation for the legal absence/tardy/dismissal of their child within three (3) days from the date of the child's return to school in the main office. Failure to provide a written explanation or failure by the child to present the excuse to the attendance office will result in the absence/tardy/dismissal being declared unlawful.

- The explanation must be for a legal reason in accordance with this student handbook and the compulsory school attendance law for the absence/tardy/dismissal to be coded as excused.
- If a student has left school property without permission, the district will not accept a written excuse from the parent/guardian.
- When it is known that a parent/guardian is unable to read or write, the attendance office may accept a verbal excuse within three days of the date of the child's absence, which shall be documented in writing and will include the date the parent contacted the attendance office and the date of the absence. In those cases where a child has an excessive number of absences/tardies/dismissals verified only by a verbal communication, the district may conduct a home visit to secure the "mark" of the parent on a written excuse provided by the school.
- If the dominant language in a student's home is not English, the district will translate written attendance communication in that language.

Excused Absences

Students are only legally excused from school for the reasons listed below. This includes early dismissals and tardiness to school.

- Personal illness verified by parent's note or doctor's excuse
- Death in the family
- Attendance at funeral of immediate family member or other relative
- Observance of religious holidays observed by **bona fide** religious groups, upon written parental request
- Inclement weather/impassable roads
- Family emergency with an explanation
- Recovery from an accident
- Quarantine
- Absence due to suspension or expulsion

- Absence due to the student's participation in a scheduled school-sponsored program
- Trips or events that have **prior** approval of the Superintendent's Office
- Required court attendance

Absences of three or more consecutive days require an excuse from a licensed physician, or the absence will be considered unlawful.

Unlawful Absences

Absences are coded Unlawful for students under age 18. Unlawful/Unexcused absences are coded as such when students fail to return a lawful excuse within three days of the date of their return to school following an absence or when an absence does not meet eligibility for a lawful absence. Upon reaching three unlawful absences, a student attendance improvement conference is offered. A referral to an attendance improvement program may be recommended as well. Upon reaching **six** unlawful absences, a referral to the district magistrate is made.

Examples of unlawful absences are listed below but does not preclude the classification of other absences as unlawful.

- Absence for personal reasons
- Babysitting
- Overslept
- Car trouble
- Hunting and fishing
- Missed bus
- Shopping
- Attendance at non-school sponsored sporting event
- Missing three or more consecutive days without a medical excuse

Parent/Guardian and Medical Excuses

When a student has been absent from school, a **written** statement from the student's parent/guardian must be submitted to the high school office within **three school days** following the student's return to school. Greater Altoona Career and Technology Center (GACTC) students must submit a separate excuse to the GACTC if absent during their scheduled time. Excuses **MUST** have the parent/guardian's handwritten signature for verification purposes. The parent/guardian excuse must contain the following items:

- the student's first and last name
- the date or dates of the student's absence
- the reason for the absence
- a signature of the parent/guardian

The mere fact that a parent/guardian provides a written explanation does *NOT* automatically qualify the absence/tardy/dismissal as excused. The absence/tardy/dismissal *MUST* be for a legal reason as determined by law.

Medical excuses must be provided from a licensed physician who examined the student on the date of the absence. Medical excuses must be returned to the Attendance Office within three days from the date the student returns to school.

If either a parent/guardian or medical excuse has not been returned within three days from the date of the student's return to school, it is considered unlawful/unexcused and will not be accepted beyond that.

Maximum Allowable Absences

Students are permitted to miss a maximum of twelve (12) days of school whether the absences are excused through parent/guardian notes, medical excuses or if they are unlawful. All absences beyond twelve (12) cumulative days shall require court attendance documentation or a physician's excuse which indicates the student

was evaluated on the date of the absence and was found to have a medical condition that interfered with the student's ability to attend school.

Telemedicine

Tyrone Area School District does not accept written statements from a medical provider that reflects a telephone consult between a parent and a medical provider except for a medical provider's bona fide telemedicine healthcare delivery system which is a part of an eligible medical provider's reimbursable service. Tyrone Area School District will request verification of proof that the medical provider offers a telemedicine healthcare delivery model of service and that the physician was not merely consulted by the parent/guardian but was in fact providing authorized patient care under such a model.

Tardy to School

It is the responsibility of each student to be on time to school. If a student is not present in his or her first period by 8:00 am they will be marked tardy. Students are expected to present an excuse to the attendance office for each tardy or the following consequences will occur:

A maximum of twelve (12) parental and medical excuses will be accepted. After twelve (12) excuses, the student must present a medical excuse from a physician.

- 8th tardy unexcused – Two (2) after-school detentions
- 12th tardy unexcused – Two (2) after school detentions
- 15th tardy unexcused – One (1) MRR, NO PROM, and SNOWBALL
- 20th tardy unexcused – Two (2) MRR
- 400 tardy unexcused minutes will result in an unexcused day

Students who come into school tardy need to be admitted by 11:30a.m., or they cannot participate in extra-curricular activities that day after school.

An excuse for tardiness must be submitted by the student within **three school days**, or the tardy will be considered unexcused.

Early Dismissal Requests

Early dismissal from school is discouraged to prevent students from missing instructional time or classroom time to complete assignments. It is expected that early dismissals are generally needed for medical appointments that cannot be scheduled outside of school hours or for occasional events where a student's early dismissal is required. Parents/guardians who decide for a medical appointment for their child during the school day may have their child excused by first calling the attendance office (684-4240 ext. 3703) and then assuring that the medical provider provides a Return to School note for the student to give to the attendance office upon the student's return to the building.

Students must present a written parent/guardian excuse before first period indicating the reason for the early dismissal. They will be given an early dismissal slip. No student is permitted to leave school early without a request by the parent/guardian in writing or through personal appearance to the attendance office or by a verifiable telephone contact with the attendance office. All early dismissals must correlate with requirements for lawful absences in accordance with the Compulsory School Attendance law and TASD student handbook.

A maximum of five (5) non-medical early dismissals will be accepted with parent/guardian written permission. All other early dismissals must be associated with a medical appointment or will be coded as unlawful/unexcused.

Family Educational Trips

In accordance with basic Board policy, it is necessary that family trips for educational purposes be considered within the context of school purpose and the law.

- Parents who are planning to take their children on an educational trip during the time that school is in session may request an excused absence.
- Due to concerns over missed class time and the possible impact on student achievement and comprehension, educational trips may be granted for a TOTAL of five (5) days per school year by the principal NO MORE THAN one (1) month prior to the trip.

- Educational trips will not be approved during state assessment testing dates if a make-up session for testing cannot be attended.
- If prior approval is not received, the absence will be classified as an unlawful and/or unexcused absence.
- Furthermore, should the student's absence extend beyond the approved time, such days will be classified as *unlawful*.
- Educational Trip forms may be obtained in the High School Office. The Principal shall review each student's form to determine if the purpose of the trip is educational in nature.

Students will NOT be approved for Family Educational Trips if:

- They have missed twelve or more days of school for any reason.
- They have been suspended in or out of school at any time throughout the school year.
- They are on the academic ineligibility list.
- Students are reminded that it is their responsibility to collect assignments before going on an approved trip. Students are expected to complete all schoolwork that is assigned during the approved absence.

*Students/families who travel should follow any applicable state or federal guidelines or advisories that are in place due to the COVID-19 pandemic. Families should consult their physician if someone with which families traveled are sick or showing symptoms of COVID-19.

Attendance Letters to Parent/Guardian

The following letters with corresponding benchmarks are sent to parent/guardians to raise awareness of the number or types of absences a student has incurred.

- 3 days unlawful-Letter includes warning of unlawful absences, overview of Compulsory School Attendance Law, schedules conference with Home and School Visitor.
- 5-day absence – five absences of any kind
- 10-day absence – ten absences of any kind
- 15-day absence – fifteen absences of any kind
- 25-day absence – twenty-five absences of any kind

Exclusions from School

Exclusion from school may take the form of suspension or expulsion. Suspension is exclusion from school for a period from one (1) to ten (10) consecutive school days.

- Suspension may be given by the building administrator or person in charge of the public school.
- No student shall be suspended until the student has been informed of the reasons for the suspension and given an opportunity to respond. Prior notice of the intended suspension need not be given when the health, safety, or welfare of the school community is threatened.
- The parents and the superintendent of the district shall be notified immediately in writing when a student is suspended.
- If the suspension will exceed three (3) school days, the student and parent shall be given an opportunity for an informal hearing.
- Suspensions may not be made to run consecutively beyond ten (10) school days.
- Students shall have the responsibility to make up exams and work missed while being disciplined by suspension and shall be permitted to complete these assignments within guidelines established by the School Board.
- A parent conference may be required before readmission of a suspended student.
- Suspension carries the restriction that the student is excluded from all extra-curricular activities including school functions, inter-scholastic athletic events, and academic representation of the school both as a participant or spectator until midnight of the last day of suspension.
- Special needs students will fall under IDEA Regulations as authorized.

Expulsion is exclusion from school by the School Board for a period exceeding ten (10) school days and may be permanent expulsion from the school rolls. All expulsions require a prior formal hearing.

Ten Consecutive Days of Absence

Students who are absent from school for ten (10) consecutive school days shall be dropped from the active membership roll unless the school is provided with evidence that the absences are legal or compulsory attendance prosecution is being pursued.

Standard disenrollment procedures do not apply when a student with an IEP has been absent for ten (10) consecutive days. Students receiving services through IDEA and 22 PA Code Chapter 14 will be considered within the context of those regulations.

Funerals

Absences due to attendance at a funeral under category (2) must be verified by a note from the student's parent or guardian to the Attendance Office within three (3) school days from the date of the absence. If the proper note is not received following the absence, the absence will be recorded as illegal. Absences due to attendance at a funeral count against perfect attendance.

Religious Activities Excusal

All absences occasioned by the observance of religious holidays, as designated by the Department of Education, of the student's religion shall be excused. No student so excused shall be deprived of an award or eligibility to compete for an award or the opportunity to make up a test given on the religious holiday.

Tyrone Area High School shall, upon written request of the parents or guardians, release from attendance a student participating in a religious instructional program. Such instruction shall not require the child's absence from school for more than a total of thirty-six (36) hours per school year, and its organizers must inform the school of the child's attendance record. The school shall not provide transportation to religious instruction.

Signing out Procedures

WHEN LEAVING SCHOOL FOR ANY REASON, STUDENTS MUST SIGN OUT IN THE HIGH SCHOOL OFFICE. This procedure helps to account for students in case of an emergency. The "Sign-Out Sheet" is located on the counter in the High School Office; the Administrative Assistant will assist students, if necessary.

Students who leave the building without proper authorization will be subject to disciplinary action. Students who are ill must have the school nurse or an administrator's permission to go home. The student does not have the right to go home without proper permission because of illness. The High School Administrative Assistant must notify parents/guardians. Students must sign out in the High School Office when leaving.

Returning to School After an Appointment

Upon returning to school following an appointment or other reasons, students must "sign-in" in the High School Office. Students are expected to return to school after an appointment within a reasonable amount of time, sign in, or disciplinary action may be warranted.

Homework Collection

If it is known that a student is going to be absent for an extended period (a minimum of three school days), the high school office will collect the assignments from teachers. Assignments will be available for pick-up at 3:15pm the FOLLOWING school day. Students who wish to expedite this process are encouraged to email their teachers directly to request assignments for excused absences, regardless of duration. Email addresses for all teachers are available on the T ASD website (www.tyrone.k12.pa.us).

Change of Name, Address, and Telephone Number

Please report any change of name, address, or telephone number to the administrative assistant in the High School Office at 684-4240, ext. 3701, as soon as possible. Emergency situations sometimes occur which necessitate parents or guardians being reached, and it is essential that pertinent information be on file.

Homeless Students

Education for Children and Youth Experiencing Homelessness

(ECYEH)

This resource is intended for parents/guardians/staff/community members to utilize if experiencing homelessness or in crisis. This resource also provides guidance and training and is updated annually.

If you or someone you know needs assistance — please reach out to Shannon Flanagan, Homeless Liaison at smflanagan@tyrone.k12.pa.us or 814-684-4240 ext. 3707.

Liaison Responsibilities

The district's liaison shall coordinate with:

1. Local service agencies that provide services to homeless children, youth, and families.
2. Other school districts on issues of records transfer and transportation.
3. District staff responsible for the provision of services under Section 504 of the Rehabilitation Act and Individuals with Disabilities Act.
4. State and local housing agencies responsible for comprehensive housing affordability strategies.

The district's liaison shall provide public notice of the educational rights of homeless students in schools, family shelters, soup kitchens, public libraries, and locations frequented by parents/guardians of homeless children.

The district liaison shall provide reliable, valid, and comprehensive data to the coordinator of Pennsylvania's Education for Children/Youth Experiencing Homelessness (ECYEH) Program in accordance with federal and state law regulations.

Definition of Homelessness

Homeless students are defined as individuals lacking a fixed, regular, adequate nighttime residence, which include the following conditions:

1. Sharing the housing of other persons due to loss of housing or economic hardship.
2. Living in motels, hotels, trailer parks or camping grounds due to lack of alternative adequate accommodations.
3. Living in emergency, transitional, or domestic violence shelters.
4. Abandoned in hospitals.
5. Whose primary nighttime residence is a public or private place not designed for or ordinarily used as regular sleeping accommodations for human beings.
6. Living in cars, parks, public spaces, abandoned buildings, substandard housing, transportation stations or similar settings.
7. Living as migratory children in conditions described in previous examples.
8. Living as run-away children.
9. Abandoned or forced out of homes by parents/guardians or caretakers.
10. Living as school-aged parents in houses for parents if they have no other living accommodations.

School of origin is defined as the school the student attended when permanently housed or the school in which the student was last enrolled, including pre-school. When the student completes the final grade level served by the school of origin, the school of origin shall include the designated receiving school at the next grade level for all feeder schools.

Unaccompanied youth is defined as a homeless child or youth not in the physical custody of a parent or guardian.

Enrollment/Placement of Homeless Students

To the extent feasible and, in accordance with the student's best interest, a homeless student shall continue to be enrolled in his or her school of origin while he or she remains homeless or until the end of the academic year in which he or she obtains permanent housing. Parents/Guardians of a homeless student may request enrollment in

the school in the attendance area where the student is actually living or other schools. If a student is unaccompanied by a parent/guardian, the district liaison will assist the student with placement and enrollment decisions and give priority to the views of the student in determining where he or she will be enrolled.

If after such consideration, the district determines that it is not in the student's best interest to attend the school of origin or the school requested by the parent/guardian or unaccompanied youth, the district shall provide the parent/guardian or unaccompanied youth with a written explanation of the reasons for its determination. The explanation shall be in a manner and form understandable to the parent/guardian or unaccompanied youth and shall include information regarding the right to appeal.

The selected school shall immediately enroll the student and begin instruction, even if the student is unable to produce records normally required for enrollment pursuant to district policies. However, the district may require a parent/guardian to submit contact information. The district liaison may contact the previous school for oral confirmation of immunizations, and the school shall request records from the previous district, pursuant to Board policy. Homeless families are not required to prove residency regarding school enrollment.

School/Health Records

The receiving school district may contact the district of origin for oral confirmation that the student has been immunized but must not be a barrier to enrollment. Oral confirmation between professionals is a sufficient basis to verify immunization with written confirmation to follow within thirty (30) days. The instructional program should begin without delay after the enrollment process is initiated and should not be delayed until the procedure is completed. The enrolling district's liaison will assist the parent/guardian/student in obtaining necessary immunizations, or immunization or medical records.

The district will support families with accessibility to health-related resources — not limited to access to a physician, dentist, and other specialty doctors. The district may assist with transportation for access to medical providers as well as assist with overcoming barriers related to insurance.

Placement/Disputes/Complaints

If the district is unable to determine the student's grade level due to missing or incomplete records, the district shall administer tests or utilize appropriate means to determine the student's placement.

If a dispute arises over school selection or enrollment, the student shall be immediately enrolled in the school in which enrollment is sought, pending resolution of the dispute. The parent/guardian/student will be provided with a written explanation of the school's decision on the dispute, including the right to appeal. The parent/guardian/student will be referred to the district liaison, who will carry out the state's grievance procedure as expeditiously as possible after receiving notice of the dispute. In the case of an unaccompanied student, the district liaison shall ensure that the student is immediately enrolled in school pending resolution of the dispute.

If disputes or complaints of noncompliance rise regarding the education of homeless students, the following steps shall be taken:

1. The person filing the complaint shall first contact the school or district through the district liaison, the principal, or Superintendent to present their concerns to the people closest to the situation and, most likely, to be able to resolve it quickly.
2. If Step 1 is not successful or is not possible under the circumstances, contact should be made with the Homeless Project Education Liaison, or the Pennsylvania Department of Education (PDE) will accept complaints directly through the Education for Homeless Children and Youth Program.
3. Individual cases may be referred to the PDE's Office of Chief Counsel and the Office of the Deputy Secretary for Elementary and Secondary Education, as needed, by the State Homeless Coordinator.

PDE will deliver a response within fifteen (15) business days of the receipt of the complaint. The complaint may arrive in the form of a copy of the school district letter or on the Dispute Letter Form, if given directly to a Liaison of the Homeless Initiative.

Education Records

Information about a homeless student's living situation shall be treated as a student education record subject to the protections of the Family Educational Right and Privacy Act (FERPA) and shall not be deemed to be directory information. Homeless students shall be provided services comparable to those offered to other district students including, but not limited to: transportation services, school nutrition programs, vocational programs and technical education, preschool programs, programs for students with limited English proficiency, and educational services for which students meet eligibility criteria, such as programs for disadvantaged students, students with disabilities, and gifted and talented students.

Transportation for Homeless Students

The district shall provide transportation for homeless students to their school of origin or the school they choose to attend within the school district. If the school of origin is outside district boundaries or homeless students live in another district but will attend their school of origin in this district, the school districts shall agree upon a method to apportion the responsibility and costs of the transportation.

Transportation Coordinator: Faith Swanson (fmswanson@tyronek.12.pa.us) or 814-684-0710

Fiscal Responsibilities

The following guidelines will be followed in cases when the education of the student is provided by the district where the homeless student is temporarily living. The guidelines shall also apply in cases when the district of prior attendance, where that is not the district the student attended when permanently housed, will educate the student:

1. Homeless individuals not in facilities (shelters) or institutions, as well as homeless individuals living in hotels, motels, cars, tents, or doubled-up with a resident family, shall be reported and reimbursed as resident students.
2. For homeless individuals in temporary shelters, the educating school district will send a form for the determination of district residence for students in facilities or institutions to the presumed district of residence.
3. If the form is acknowledged by the resident district, the educating district will enter the student on its rolls as a nonresident student from the acknowledging resident school district. The educating district will bill the resident district for tuition and will report membership data according to state child accounting procedures.
4. If the form is disclaimed and a district of residence cannot be determined, the student will be considered a ward of the state. The educating district will enter the student on its rolls as a nonresident ward of the state and will report membership according to state child accounting procedures. The Department of Education will pay tuition to the educating district based on membership reported to child accounting.

In cases when the education of the student is provided by the district of origin, where that is the district, the student attended when permanently housed, the district will continue to educate a homeless student for the period of temporary displacement and should maintain the student on its rolls as a resident student.

In cases when the student becomes permanently housed during the academic year and continues in the school of origin, which is not the district of new residence, the educating district will continue to educate the formerly homeless student on its rolls as a nonresident student.

Training

Offered by the Coordinator of Pennsylvania's Education for Children and Youth Experiencing Homelessness Program. The district's liaison shall arrange professional development programs for school staff, including office staff. School personnel providing services to homeless students, including enrollment staff, shall receive professional development and support to:

1. Improve identification of homeless students.
2. Understand the rights of such children, including requirements for immediate enrollment and transportation, and
3. Heighten the awareness of, and capacity to respond to, the educational needs of such children.

Free and Reduced Meals

Apply online for free/reduced benefits. Financial assistance is available for families that need assistance paying for school meals. Eligibility for free/reduced meals must be established each school year, regardless of eligibility in previous year.

Family Engagement

Families are valued members of our community and an essential part of a child's success. Opportunities for participation in school and building sponsored events are communicated in a variety of ways throughout the school year. If you need assistance to participate, please contact your building principal.

Community Partnerships

The district partners with community agencies to support families through collaboration. Community partnership include, but are not limited to health providers, clothing banks and food pantries, local shelters, private and public agencies, faith-based organization, and businesses.

Academic Supports

Students have access to numerous academic supports – based on the need of each individual student. Examples include but are not limited to:

- Title 1 services
- Multi-Tiered Intervention Supports
- After School Tutoring
- Credit Recovery

McKinney Vento Homeless Education Assistance Improvements Act

<https://www.education.pa.gov/K-12/Homeless%20Education/mckinneyvento/pages/default.aspx>

Weather

Absences due to inclement weather/impassable roads include a student's inability to get to school because of the failure of the school bus to make its scheduled route. Should a student be prevented from getting to school due to the weather, but for a reason other than the failure of the school bus to make its scheduled route, a parent's note must be submitted to the Attendance Office on the next day that the student attends school. This note must specifically explain why the student was prevented from attending school. All notes of this nature will be considered by the Attendance Office on a case-by-case basis, and, upon such consideration, the parents will be notified as to whether the absence will be recorded as legal or illegal.

School Closings

If school must be delayed or canceled due to inclement weather, the following stations will be broadcasting that information: WTAJ-TV 10, WJAC-TV 6, WTRN, WFGY, and WPRR. This information will also be posted on the district website.

Section 5 Student Code of Conduct

Be Golden Matrix

<i>Be GOLDEN</i>	Common Areas	Online & Social Media	Parking Lot	Classrooms	Sports & School Events
Genuine	<ul style="list-style-type: none"> • Help others 	<ul style="list-style-type: none"> • Respect yourself and others 	<ul style="list-style-type: none"> • Be respectful • Wait your turn 	<ul style="list-style-type: none"> • Help others • Plagiarism 	<ul style="list-style-type: none"> • Sportsmanship • Have fun!
Optimistic	<ul style="list-style-type: none"> • Be positive 	<ul style="list-style-type: none"> • Be positive 	<ul style="list-style-type: none"> • Be patient 	<ul style="list-style-type: none"> • Be positive 	<ul style="list-style-type: none"> • Be positive; support your team
Leaders	<ul style="list-style-type: none"> • Take a stand • Get Involved • Set an Example 	<ul style="list-style-type: none"> • Stand up for what's right 	<ul style="list-style-type: none"> • Mind your volume • Don't text and drive 	<ul style="list-style-type: none"> • Take a stand • Get Involved • Set an Example 	<ul style="list-style-type: none"> • Respect coaches and referees
Driven	<ul style="list-style-type: none"> • Be purposeful 	<ul style="list-style-type: none"> • Have a purpose 	<ul style="list-style-type: none"> • Get in and go • Obey the speed limit 	<ul style="list-style-type: none"> • Be purposeful • Get to class on time • Meet deadlines • Strive for success 	<ul style="list-style-type: none"> • Support your school • Work to be your best
Engaged	<ul style="list-style-type: none"> • Watch out for others • Be a participant, not a bystander 	<ul style="list-style-type: none"> • Remember it's permanent 	<ul style="list-style-type: none"> • Be aware of your surroundings 	<ul style="list-style-type: none"> • Watch out for others • Be a participant, not a bystander 	<ul style="list-style-type: none"> • Stand up and participate
Neighborly	<ul style="list-style-type: none"> • Be respectful towards others and their personal space • Keep it clean • Appropriate language 	<ul style="list-style-type: none"> • Be respectful • Report and block, don't pass it on 	<ul style="list-style-type: none"> • Watch out for others 	<ul style="list-style-type: none"> • Be respectful towards others and their personal space • Keep it clean • Appropriate language • Respect authority 	<ul style="list-style-type: none"> • Be respectful of the home team AND the visitors

Work Permits

- The student can either download and complete the electronic Work Permit application from the PDE website or pick up an application in the HS main Office.
- The student's parent or legal guardian electronically signs the PDF or signs the paper application.
- The student attaches any required documents, such as a proof of age document, to the completed application and submits it to the school district.
- If applying electronically, the student may attach digital copies, such as a scan or digital photograph.
- A list of required documentation is found on the [Pennsylvania Child Labor Law section of PDE's website](#). Please be aware that all required documentation must still be submitted and reviewed.
- Upon receipt of the application and documentation, the issuing officer at the school district schedules an appointment with the student. The purpose of the appointment is to enable the applicant to "appear before" the issuing officer, in accordance with the Child Labor Act.
- The school district issuing officer ensures that all the documents required by law have been examined, approved and filed, and all conditions and requirements for issuing a permit have been fulfilled, and then issues to the minor a wallet-sized, paperwork permit bearing a number, the date of issuance, and signature of the issuing officer.
- The student signs the work permit when received and shows it to the employer, who makes a copy for their records. The student retains the original work permit.

Any questions, please call the HS Main Office at 684-4240 x 3703.

Student Responsibilities

Students share with administrators and faculty the responsibility to develop a wholesome and safe school climate that is conducive to learning and living. No student has the right to interfere with the education of his / her fellow students. It is the responsibility of each student to respect the rights of everyone involved in the education process. The safety of the whole shall weigh heavily on the disciplinary decisions of an individual.

Students are expected to act in a polite, adult manner always and to respect the individual rights of faculty, staff, other students, visitors, etc. Students are expected to keep all areas of the school clean, including the halls, classrooms, cafeteria, and lockers. Because school equipment represents a substantial investment by the community, students must treat all equipment with respect and care—including the need to follow rules as outlined by teachers.

STUDENTS DO NOT HAVE THE RIGHT TO INTERFERE WITH THE EDUCATION OF FELLOW STUDENTS. IT IS THE STUDENT'S RESPONSIBILITY TO RESPECT THE RIGHTS OF TEACHERS, STUDENTS, ADMINISTRATORS, AND ALL OTHERS WHO ARE INVOLVED IN THE EDUCATIONAL PROCESS. Students should, therefore, express ideas and opinions in a respectful manner so as not to offend or slander others.

It is the student's responsibility to:

- Be aware of all rules and regulations for student behavior and conduct themselves in accordance with them.
- Be willing to volunteer information in matters relating to the health, safety, and welfare of the school community and the protection of school property.
- Dress and groom to meet fair standards of safety and health, and so as not to cause disruption of the educational process.
- Maintain an educational environment free from all forms of harassment.
- Respect the rights of fellow students.
- Show respect for teachers and staff.
- Be aware that discipline can be doubled if infractions occur while a substitute teacher is teaching class.
- Assume that until a rule is waived, altered or repeated it is in full effect.
- Assist the school staff in operation of a safe school for all students enrolled therein.
- Be aware of, and comply with, state and local laws.
- Exercise proper care when using public facilities and equipment.
- Attend school daily, except when excused, and be on time to all classes and other school functions.
- Make all necessary arrangements for making up work when absent from school.
- Pursue and attempt to complete satisfactorily the courses of study prescribed by state and local school authorities.

Defacing School Property

Defacing, destruction, or damaging of school property could result in suspension, restitution, possible change of educational placement and referral to legal authorities.

Any student who intentionally damages or destroys their Chromebook will be responsible to pay for it. This includes seniors who damage or destroy their Chromebook **BEFORE** it is officially given to them at graduation.

Cellular Phone-Smart Watches-Blue Tooth Connected Devices including Ear Buds and all electronic devices

Students may possess cellular telephones on school district property and at school district events. Cell phones, Smart watches, and Blue tooth connected devices including Ear Buds shall be turned off during instructional and class time, during passing times between classes, in the cafeteria, and at any other time where use of the device would cause a disruption of school activities. Cell phones and other devices should not be visible during these specified times. Cell phones that have the capability to take photographs or to record audio or video shall not be used for such purposes while on district property or while a student is engaged in school sponsored activities, unless expressly authorized in advance by the building principal or designee. The Principal may, in addition, adopt and enforce reasonable rules and regulations thereto, and as situations may warrant, including but not limited to revoking such privileges for all students.

Cell phones, Smart watches, and Blue tooth connected devices including ear buds may be used only before and after school. Electronic devices shall include but not be limited to electronic games, laser pointers, lap top

computers, and other similar electronic devices. These items MAY NOT be used by students during the regular school day and must be always kept out of sight or they will be confiscated.

With prior administrative approval, the telephone paging device/beeper prohibition shall not apply in the following cases:

- A student who is a member of a volunteer fire company, ambulance, or rescue squad.
- A student who has a need for such a device due to the medical condition of an immediate family member.
- Other reasons determined appropriate by the building principal.

They must be kept out-of-sight during the instructional day. Students must turn off all devices as soon as the bell sounds for 1st period and not turn them on again until the end of the school day. Students are not permitted to use cell phones, smart watches, blue tooth connected devices, etc. to take pictures, videos, as a calculator, or watch. The Board prohibits use of electronic devices in locker rooms, bathrooms, health suites, and other changing areas at any time.

Cell phones, Smart watches, Blue tooth connected devices including ear buds and all other devices are to remain off during a school evacuation e.g. fire drills.

Students are not permitted to use a cell phone, etc. to call home for an early dismissal or if they are sick. The Principal and school authority reserves the right to scroll and search the contents of a confiscated cell phone or electronic device, including but not limited to its pictures, video, voice and text messages, address books, incoming calls, outgoing calls, calendars, email, and instant messages if the Principal has reasonable suspicion that there is student misconduct.

If a student has a cell phone, Smart watch, or Blue tooth connected device including ear buds out during the instructional day, teachers will ask for the device and turn it in to the Dean's Office. Failure to comply will result in a discipline referral for inappropriate behavior and/ or insubordination.

Disciplinary Actions for Electronics Violation

- The **First Violation** will result in one (1) after-school detention. The device will be returned to the student at the end of the school day.
- The **Second Violation** will result in two (2) days after-school detention. The device will be returned to the student at the end of the school day.
- The **Third Violation** will result in one (1) day of MRR. The device will be returned only to a parent. Any further violations could result in AEP placement.
- The **Fourth Violation** will result in one (1) day of MRR. Loss of Prom, Snowball, and parking privileges for the year. The device will be returned only to a parent.

The district shall not be liable for the loss, theft, damage, or misuse of any device brought to school by a student and/or confiscated because of misuse by the student.

Disciplinary Actions for Pornographic Pictures on Electronic Devices

If a student is in possession of or partakes in the photography of pornographic pictures, law enforcement will be notified, and the appropriate school measures will be taken. The student will be suspended from school for no less than three (3) school days and possible expulsion pending a review by the administration as to the severity of the acts. The severity of the act is measured by the type of pornographic material and if the material is child pornography in nature and if the pornography is transmitted via media devices.

- The **First Violation** will result in five (5) days of OSS, possible expulsion, possible change of placement, and legal authorities being contacted.
- The **Second Violation** will result in ten (10) days of OSS, possible expulsion, possible change of placement, and legal authorities being contacted.
- The **Third Violation** will result in ten (10) days of OSS, expulsion hearing, possible change of placement, and legal authorities being contacted.

Recording-Photography of Students and Staff

Videotaping of students and/or staff may occur during the school year as it relates to teacher training programs as well as special academic, music, or athletic events. Parent objection to their child being taped in this manner must be provided in writing to the building principal. Video cameras with audio will remain as standard equipment on buses. Video will be used in school building hallways and in other academic settings. Students may not take pictures or videotape other students, teachers, or staff except when designated by district personnel.

Appropriate Dress Expectations

The dress code serves not as a means for staff to tell students how to dress but as a standard for proper attire in a public educational facility. The school also has a general expectation regarding the way students present themselves; mainly that all appear in clean and appropriate clothing that follow the guidelines listed below:

- Dress must not interfere with the educational process or the rights of others.
- Dress must comply with all health and safety codes.
- Shoes must be worn at all times.
- Sunglasses may not be worn in the building.
- All headwear, including hats and hoodies, is prohibited with the exception of religious headwear.
- Any clothing or jewelry with printed material that may be considered obscene, offensive, or inappropriate is prohibited.
- Sharp, studded apparel and jewelry; chained wallets are not permitted in light of the potential danger to others and property.
- Since we are a drug, alcohol, and tobacco free school district, we do not permit the wearing of items that advertise or promote the use of drugs, alcohol, tobacco products, or racially insensitive materials.
- Length of shorts, skirts, and any holes in clothing must not allow undergarments to be exposed at any time. Clothing articles will be considered unacceptable or disruptive if they are too revealing, that is, too sheer, too short, or too tight.
- Shirts, blouses, and tops – must cover the waistline area so that no skin is exposed during any movements and activities (midriffs must be covered, including inner most layer), or when seated. All shirts, blouses, and tops must reach no lower than 2" below the collar bone (so that absolutely no cleavage is showing), straps must be a minimum of 1" wide, no undergarments showing, boys must have sleeves.
- *In accordance with the TASD Health and Safety Plan, students may be required by state or federal order to wear face coverings at specified times during the school day due to the COVID-19 pandemic. Face coverings should follow the guidelines for appropriate dress stated above.*

If school authorities decide a student is dressed inappropriately, that student will have the opportunity to call home for a change of clothing. If a change is not available, the student will be placed in the ISS for the remainder of the day.

Wearing of Headwear

Wearing any headwear, except for legitimate religious or medical reasons during the day without permission from school administration is prohibited. Headwear is defined as any object which covers one's head, all or in part, including but not limited to bandanas, hats, hoods, and du-rags. Students are expected to remove their headwear and place it in their locker for the duration of the school day. These items may be confiscated because of misuse.

Physical Education Expectations for Appropriate Dress

All school students are required to have a complete change of clothing for physical education classes. Students cannot wear clothing to physical education class that is being worn for the rest of the day.

- Appropriate athletic clothing for physical education is as follows:
- T-shirt must hang below the waistline when arms are raised above head and not have any offensive graphics or language.
- Athletic pull-on shorts worn near the waist (so underwear and backside are covered). The hem of the shorts must at least touch fingertips when arms are hanging at side. No buttons, zippers, snaps or Velcro are permitted on athletic clothing. Sweatpants or athletic pants can be worn for class.

- Athletic shoes (sneakers) that are appropriate, non-marring of gym floor, laced and tied on the foot to provide firm support of the feet. Socks (should bring change of socks)
- In cold weather students should wear warm clothing for classes held outdoors such as sweat- pants and sweat-shirts.

Students who have a medical excuse to not take physical education cannot participate in extracurricular athletics. If a student participates in physical education with a modification to avoid aggravation of injury, he/she may participate in the extracurricular activity. No participation in physical education class means no participation in after school athletics.

Public Displays of Affection

Students are not to demonstrate overt displays of affection at school or school activities. This includes prolonged embraces, kissing, fondling, or other inappropriate physical contact.

Tobacco and Vaping Policy

Tobacco use and vaping by students presents a health and safety hazard that can have serious consequences for both users and nonusers and the safety and environment of the school. Vaping, smoking, chewing, and the possession of tobacco and/or paraphernalia are prohibited in school buildings, school buses or on school property owned by, leased by, or under the control of the school district. If a student's name is reported to the office for suspicion of a tobacco product or a vaping device (usage or possession), the student is subject to:

- Possible search
- Parental notification
- Disciplinary action (if a tobacco product is found)

* Lighters are prohibited in the building. Such items will be confiscated, and disciplinary action will result.

**Use of tobacco and vaping devices are also prohibited in cars parked on school property and on walks surrounding the school. This also applies to students on school-sponsored activities that are held off school property.*

Act 93 of 2019 (Nicotine and Vaping Prohibition):

- Prohibits the use of all nicotine products, electronic cigarettes, and ENDS (electronic nicotine delivery systems) in school buildings, school buses or vehicles, or school property, including restrooms.
- Pupils who possess or use nicotine products, ENDS, or electronic cigarettes on school property (including restrooms), school transportation, or during a school function commit a summary offense and will be referred to the District Justice in addition to school consequences.
- School districts must initiate prosecution.
- Upon conviction of the offense, the student will pay an undisclosed amount for the benefit of the school district and assessed court costs.
- Nicotine products are defined as products that contain or consist of nicotine in a form that can be ingested by chewing, smoking, inhaling, or any other means. This includes all tobacco products in natural and synthetic form.
- ENDS are defined as products or devices used to ingest nicotine, including electronic cigarettes.
- Electronic Cigarettes are defined as electronic devices that deliver nicotine or other substances through vaporization or inhalation.

Disciplinary Actions for Tobacco and/or Vaping Violation

- **The First Violation** will result in 3 days in-school suspension + law enforcement (Sec. 6301.12) and referral to the Student Assistance Program.
- **The Second Violation** will result in 3 days out-of-school suspension + law enforcement (Sec. 6301.12) and fine.
- **The Third Violation** will result in 5 days out-of-school suspension and a mandatory meeting with parents before the student returns to school + law enforcement (Sec. 6301.12) and fine.

- **The Fourth Violation** will result in 10 days out-of-school suspension, automatic referral to the school board for expulsion + law enforcement (Sec. 6301.12) and fine.

Random Drug and Alcohol Testing

The Tyrone Area School District considers participation in athletic and all other extracurricular activities to be a privilege and to be voluntary to every student. All student participants are required to sign a Permission to Test contract authorizing the school district to request that, at any time when the student is on school property and without prior warning, the student participants submit a urine sample for drug and alcohol testing. In addition, testing may be mandated by the school administration at any time throughout the school year for any student participant thought to be using illegal substances.

Students who test positive for drugs and/or alcohol:

- **FIRST offense**

The student must participate in drug and alcohol counseling through the Student Assistance Program (SAP). The student will be suspended from competition/performance for ten (10) school days but may continue to practice.

If complying with drug and alcohol counseling, the student may return to competition, but will be subject to a follow-up drug test.

- **SECOND offense**

The student will continue to participate in drug and alcohol counseling.

The students will be suspended from competition/performance for fifteen (15) school days and will be subject to a follow-up drug test.

- **THIRD offense**

The student will continue to participate in drug and alcohol counseling.

The student will be suspended from competition/performance for twenty-five (25) school days and will be subject to a follow-up drug test.

Any attempt to tamper with or falsify the urine specimen used for drug analysis will result in a positive drug test result and disciplinary consequences.

Unauthorized Entry

Students are not permitted to remain on or re-enter any school building after regular school hours or on days when school is not in session unless they have permission and are under supervision.

- 1st offense will result in verbal warning
- Repeated offenses will result in further discipline according to the student code of conduct.

Cheating/Plagiarism

It is unacceptable for students to receive credit for work that is not their own. Plagiarism occurs in a variety of ways including utilizing artificial intelligence. Students will be presented with information, from their teachers, to help them avoid plagiarizing work. Consequences will be assigned to any student or students who deliberately cheat or cause others to cheat. The consequences will include, but are not limited to, a zero being given for the assignment (test, quiz, project, midterm, final, homework, etc.) where the cheating occurred. Depending on the weight of the assignment where the cheating occurred, the student may fail the marking period or even the entire course. The teacher and/or an administrator will notify parents and the appropriate guidance counselor as to what occurred. A student will be expected to redo the assignment (for NO credit) or take an alternate examination and turn it in to the teacher for evaluation.

Students having questions about the use of appropriate documentation for their work should speak with their teacher or the librarian. A research guide with the MLA/APA style is available for checkout from the library.

Leaving School Property without Permission

Once students are on school grounds, they may not leave school property without permission. This would include before school, during, and after school if they plan to return to ride a bus or be picked up by parents.

Any student that drives to school may NOT leave school property unless they are scheduled for work release or an early dismissal. If the student chooses to leave the school property, they are subject to loss of parking permit for the remainder of the school year and appropriate disciplinary consequences according to the Student Code of Conduct. This includes going home for forgotten homework – even if only for a second.
STUDENTS MAY NOT LEAVE SCHOOL TO GO TO LUNCH.

On and Off-Campus Activities

This policy and the Code of Student Conduct apply to the behavior of students at all times during the time they are under the supervision of the school or at any time while on school property, while present at school-sponsored activities, and while traveling to or from school and school-sponsored activities or at other times while riding in school-provided means of transportation (“on-campus”). This policy and the Code of Student Conduct also apply to student behavior that occurs at other times and places (“off-campus”) when:

1. The conduct involves, threatens or makes more likely violence, use of force or other serious harm directed at students, staff or the school environment;
2. The conduct materially and substantially disrupts or interferes with the school environment or the educational process, such as school activities, schoolwork, discipline, safety and order on school property or at school functions;
3. The conduct interferes with or threatens to interfere with the rights of students or school staff or the safe and orderly operation of the schools and their programs;
4. The conduct involves the theft or vandalism of school property; or
5. The proximity, timing, or motive for the conduct in question or other factors pertaining to the conduct otherwise establish a direct connection to attendance at school, to the school community, or to a school-sponsored activity. This would include, for example, but not be limited to, conduct that would violate the Code of Student Conduct if it occurred in school that is committed in furtherance of a plan made or agreed to in school, or acts of vandalism directed at the property of school staff because of their status as school staff.

Inappropriate Language

Swearing, foul or abusive words or inappropriate gestures will not be tolerated on this campus, in the hallways or classrooms.

Inappropriate Language Towards Staff

Inappropriate language towards the staff will not be tolerated. Swearing, use of foul or abusive words and/or gestures will result in out of school suspension, possible change of educational placement and referral to legal authorities.

Fighting/Physical Confrontation

Fighting is forbidden at the Tyrone Area High School. If one student punches, hits, slaps, kicks, pushes, bites, or chokes a second student, the second student is to move away and tell a teacher, counselor, nurse, or administrator. While students may take actions to protect themselves, *under no conditions is retaliation (fighting back) permitted*. Local law enforcement agencies will be contacted when fighting occurs.

Bullying

The Tyrone Area High School strives to provide a safe, positive learning climate for students and recognizes that bullying of students has a negative effect on the educational environment of its schools. Students who are bullied, intimidated or fearful of other students may not be able to take full advantage of the educational opportunities offered by the school district. Every student has the right to an education and to be safe in and around the school and at school activities. Therefore, the Tyrone Area High School strives to offer all students an educational environment free from bullying.

Bullying shall be defined as when a student is exposed, repeatedly and overtime, to negative actions on the part of one or more other students. This could include unwelcome verbal, written, electronic, or physical conduct directed at a student by another student or students, or by an adult.

Negative actions are defined as actions that are sufficiently severe or pervasive to create an intimidating, hostile or abusive environment that substantially interferes with a student's educational opportunities such as:

- Physically or mentally harming a student
- Damaging, extorting or taking a student's personal property
- Spreading false rumors or shunning the individual
- Placing a student in reasonable fear of physical harm
- Placing a student in reasonable fear of damage or loss of personal property
- Creating an intimidating or hostile environment that substantially interferes with a student's educational opportunities.

A bystander is one who encourages, promotes or passively participates in bullying/harassment. Bystanders may be subject to disciplinary action.

Cyber Bullying includes, but is not limited to, the following misuses of technology *during the school day*: harassing, teasing, intimidating, threatening, or terrorizing another student by sending or posting inappropriate or derogatory email messages, instant messages, text messages, digital pictures or images, or web site postings. All forms of cyber bullying are unacceptable and, to the extent that such actions are disruptive of the educational process of the school, offenders shall be subject to appropriate discipline.

The school district will not tolerate known acts of bullying occurring on school district property, at school-sponsored activities scheduled on or off school grounds or during the time students necessarily spend traveling to and from school or school-sponsored activities.

Complaints of bullying or cyber bullying shall be investigated promptly, and corrective action shall be taken when a complaint is verified. Neither reprisals nor retaliations shall occur as a result of the submission of a complaint.

To help eliminate bullying:

- When you see or hear a person being bullied let the bully know that his/her behavior is not appropriate.
- Fill out a Bullying/Incident Report form. These are located in the Dean's Office.
- Report bullying behavior that you see or hear to a teacher, guidance counselor, or Dean of students

Depending upon the severity of a particular situation, the building principal may also take appropriate steps to ensure student safety. Such steps may include the implementation of a safety plan; separating and supervising students involved; providing employee support for students as needed; reporting incidents to law enforcement, if appropriate; and developing a supervision plan with parents. Students are encouraged to fill out an incident report form or a *Bullying/Harassment Reporting Form*, located in the back of this handbook or in the Dean's Office. This may be turned in to the Dean's Office, Guidance, or a teacher.

If harassment or bullying occurs outside of the school, we encourage parents to contact local authorities.

Harassment/Unlawful Harassment

To provide a safe, positive learning atmosphere for students, harassment in any form will not be tolerated. The term harassment includes, but is not limited to; repeated, unwelcome and offensive slurs, jokes, or other verbal, graphic or physical conduct relating to an individual's race, color, religion, ancestry, gender, sexual orientation, national origin, age or handicap/disability that create an intimidating, hostile or offensive educational environment.

* Ethnic harassment includes the repeated, unwelcome, and offensive use of any derogatory word, phrase or action characterizing a given racial or ethnic group that creates an intimidating, hostile, or offensive educational environment.

* Sexual harassment shall consist of unwelcome sexual advances, requests for sexual favors, and other inappropriate verbal or physical conduct of a sexual nature when:

- Submission to such conduct is made explicitly or implicitly a term or condition of a student's academic status.
- Submission to or rejection of such conduct is used as the basis for academic or work decisions affecting the individual.

- Such conduct deprives a student of educational aid, benefits, services, or treatment.
- Such conduct has the purpose or effect of substantially interfering with the student's school performance or creating an intimidating, hostile or offensive education environment.

Students may not make statements that verbally intimidate, are hurtful, threaten, lead to feelings of discomfort, or are racist or sexist in nature. If one student verbally intimidates or harasses a second, the second student is to tell a teacher, counselor, nurse, or administrator. *Under no conditions is retaliation permitted.*

Complaints of harassment shall be investigated promptly, and corrective action shall be taken when allegations are verified. Confidentiality of all parties shall be maintained, consistent with the district's legal and investigative obligations. Neither reprisals nor retaliation shall occur as a result of good faith charges of harassment. Each student shall be responsible to respect the rights of their fellow students and to ensure an atmosphere free from all forms of unlawful harassment. Students may choose to report harassment complaints orally or in writing to: administrators, teachers, counselors, nurses.

Student Expression/Distribution and Posting of Materials

Students have the responsibility to act in accordance with Board Policy 220. Student Expression/Distribution and Posting of Materials (Policy 220), to obey laws governing libel and obscenity, and to be aware of the full meaning of their expression.

Students have the responsibility to be aware of the feelings and opinions of others and to give others a fair opportunity to express their views.

These procedures address the distribution and posting of non-school materials that are not part of the curricular or extracurricular program of the district. Materials sought to be distributed or posted as part of the curricular or extracurricular program of the district will be regulated as part of the district's educational program and are not subject to the time, place and manner provisions set forth herein.

Students may distribute and/or post non-school materials, provided that the form of expression and/or the use of public-school facilities and equipment is/are in accordance with Policy 220, these procedures and the school dress code, if applicable.

The district has no responsibility to assist students in or to provide facilities for the distribution or posting of non-school materials.

Definitions

Distribution means students issuing non-school materials to others on school property or during school-sponsored events; placing upon desks, tables, on or in lockers; or engaging in any other manner of delivery of non-school materials to others while on school property or during school functions. When email, text messaging or other technological delivery is used as a means of distributing or accessing non-school materials via use of school equipment or while on school property or at school functions, it shall be governed by Policy 220 and these procedures. Off-campus or after-hours distribution, including technological distribution, that does or is likely to materially or substantially interfere with the educational process, including school activities, schoolwork, discipline, safety and order on school property or at school functions; threatens serious harm to the school or community; encourages unlawful activity; or interferes with another's rights is also covered by Policy 220 and these procedures.

Expression means verbal, written, technological or symbolic representation or communication.

Non-school materials mean any printed, technological or written materials meant for posting or general distribution that are not prepared as part of the curricular or approved extracurricular program of the district. This includes, but is not limited to fliers, invitations, announcements, pamphlets, posters, Internet bulletin boards, personal websites and the like.

Posting means publicly displaying non-school materials on school property or at school-sponsored events, including but not limited to affixing such materials to walls, doors, bulletin boards, easels, the outside of lockers; on district-sponsored or student websites; through other district-owned technology and the like. When email, text

messaging or other technological delivery is used as a means of posting non-school materials via use of school equipment or while on school property or at school functions, it shall be governed by Policy 220 and these procedures. Off-campus or after hours posting, including technological posting, that does or is likely to materially or substantially interfere with the educational process, including school activities, schoolwork, discipline, safety and order on school property or at school functions; threatens serious harm to the school or community; encourages unlawful activity; or interferes with another's rights is also covered by Policy 220 and these procedures.

Unprotected Student Expression means expressions that are not protected by the right of free expression because such expressions violate the rights of others or where such expression is likely to or does materially or substantially interfere with school activities, schoolwork, discipline, safety and order on school property or at school functions. While the following list is not intended to be exhaustive, such expression shall not be protected if it:

- Violates federal, state or local laws, Board policy or district rules or procedures.
- Is libelous, defamatory, obscene, lewd, vulgar or profane.
- Advocates the use or advertises the availability of any substance or material that may reasonably be believed to constitute a direct and serious danger to the health or welfare of students, such as tobacco/nicotine, alcohol or illegal drugs.
- Incites violence, advocates use of force or threatens serious harm directed at students, staff, or the school environment.
- Is likely to or does materially or substantially interfere with the educational process, such as school activities, schoolwork, discipline, safety and order on school property or at school functions.
- Interferes with, or advocates interference with, the rights of any individual or the safe and orderly operation of the schools and their programs.
- Violates written district procedures on time, place and manner for posting and distribution of otherwise protected expression.

Spontaneous student expression which is otherwise protected speech is not prohibited by this section.

Distribution of Non-school Materials

The distribution by students of all non-school materials will be governed by the following procedures:

- All non-school materials, together with a copy of the plan of distribution, must be submitted to the building principal, who will forward such information to the Superintendent or designee for approval, no later than twenty-four (24) hours prior to the planned distribution. The plan of distribution will set forth in detail the desired time, place and manner of distribution, as well as those who will be distributing the materials.
- Identification of the individual student or at least one (1) responsible person in a student group will be required upon submission for approval. The person wishing to distribute such material on school property must provide in writing his/her name, address, telephone number and organization, if any. This information will be filed in the building principal's office.
- The Superintendent or designee will review the material, determine if it constitutes unprotected expression, and inform the building principal or designee of his/her decision. The building principal or designee will notify the student(s) planning to distribute non-school material of the decision to grant or deny permission to distribute the material as planned. If the decision is to not permit the distribution, the building principal or designee will specify the reasons for the decision and will specify the changes in the content of the material or in the plan of distribution which must be made, if any, to secure such permission. If the student(s) desiring to distribute such material make(s) such changes in a manner satisfactory to the Superintendent or designee prior to the planned distribution, the building principal or designee may then grant permission to distribute.
- Any materials that have not been approved for distribution will not be distributed on school property, at school-sponsored functions or on school-provided vehicles.

Time -

If permission is granted, students may only distribute approved non-school materials at the following times:

15 minutes before the official start of school.

during regularly scheduled lunch periods.
15 minutes after the official end of school.

Place -

Distribution of approved non-school materials on school property will be permitted only in locations that allow for the normal flow of traffic within the school and its exterior doors, including on sidewalks located on school property paralleling school driveways. Building entrance walkways and building lobbies will not be utilized for such distribution.

Non-school materials may not be distributed during any regularly scheduled class unless specifically authorized by the Superintendent or designee.

Manner -

All non-school materials must bear the district disclaimer.

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Any student who distributes materials will be responsible for cleaning any litter that results from such distribution, including any discarded pamphlets, fliers or other documents.

No student will harass or otherwise interfere with the distribution of approved non-school material by student(s), nor may a student in any way compel or coerce a student to accept any materials.

Posting of Non-school Materials

The posting of all non-school materials will be governed by the following procedures:

- All requests to post non-school materials must be submitted to the building principal, who will forward such information to the Superintendent or designee for approval, no later than twenty-four (24) hours prior to the planned posting.
- Identification of the individual student or at least one (1) responsible person in a student group will be required upon submission for approval. The person wishing to post such material must provide in writing his/her name, address, telephone number and organization, if any. This information will be filed in the building principal's office.
- The Superintendent or designee will review the material, determine if it constitutes unprotected expression, and inform the building principal or designee of his/her decision. The building principal or designee will notify the student(s) planning to post non-school material of the decision to grant or deny permission to post the material as planned. If the decision is to not permit the posting, the building principal or designee will specify the reasons for the decision and will specify the changes in the content of the material, if any, in order to secure such permission. If the student(s) desiring to post such material make(s) such changes in a manner satisfactory to the Superintendent or designee prior to the planned posting, the building principal or designee may then grant permission to post.
- Any materials that have not been approved for posting will not be posted on school property.
- All approved materials will be posted in an area designated by the building principal for students to post non-school materials.
- All material approved to be posted will contain the date it was first posted.
- All materials approved to be posted must be removed after five school days to assure full access to the bulletin boards.
- No student will remove or otherwise interfere with the posting of approved non-school material by student(s).
- All non-school materials must bear the district disclaimer.

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Disciplinary Consequences

Any student who violates any provision of Policy 220 or these procedures will be subject to disciplinary action, which may include suspension and/or expulsion from school.

Hazing

Hazing will not be tolerated. Hazing is defined as any activity that recklessly or intentionally endangers the mental health, physical health, or safety of a student or causes willful destruction or removal of public or private property for the purpose of initiation or membership in or affiliation with any organization recognized by the Board. Any hazing activity, whether by an individual or a group, shall be presumed to be forced activity, even if a student willingly participates. Hazing will be handled with appropriate discipline.

Weapons

Act 30 requires the court, through the juvenile probation department, to provide to school principals information concerning the adjudication of an enrolled child. Such reports include a description of delinquent acts committed by the child, disposition of the case, probation or treatment reports, prior delinquent history, the supervision plan and any other information deemed necessary. The building principal is required to share the information with the child's teacher or the principal of another school to which the child may transfer.

Act 26 of 1995 states that any student violating the law will be expelled from school for a period of not less than one (1) year. Such expulsion shall be given in conformance with formal due process proceedings required by law and District policy. Discipline short of expulsion for one (1) year is legal only when recommended by the Superintendent of Schools. The Superintendent's decision to recommend a modification of the one (1) year expulsion will be made on a case-by-case basis. In the case of an exceptional student, the Superintendent shall take all the necessary steps to comply with the Individuals with Disabilities Act.

Definitions

- "Weapons" shall include, but not be limited to, any knife, cutting instrument, cutting tool, nunchaku, firearm, shotgun, and rifle. "Weapons" shall include any other tool, instrument, implement, or replica of a weapon used in a threatening manner and/or capable of inflicting serious bodily harm.
- "School Property" shall mean any public-school grounds, any school sponsored activity or any conveyance providing transportation to or from a school entity or school sponsored activity.
- "Possession" shall mean having the weapon on his/her person. An individual will also be deemed to be in possession of a weapon if the weapon is found in his/her personal property (e.g., backpack, purse, gym bag) or in a place where the individual exercises control (e.g., vehicle or locker).

Terroristic Threats/Acts

Terroristic threats and terroristic acts by students are a detriment to the safety and wellbeing of students and staff. The term terroristic threat includes any threat to commit violence communicated with intent to terrorize another. The term terroristic act includes any offense against school property or involving danger to another person.

- It is the responsibility of students to report any information or knowledge relevant to a possible or actual terroristic threat or act to school authorities. Students may choose to report such knowledge orally or in writing to building principals, teachers, or counselors.
- Students found responsible for any terroristic threats/acts will be immediately suspended and the case reported to the Superintendent. The Superintendent may recommend expulsion of the student to the school board. The threat may also be referred to law enforcement agencies.

Review of Board Policy 218.2 provides complete details regarding the district's position on Terroristic Threats and Acts.

Athletic Event Expectations

Good SPORTSMANSHIP is learned, practiced, and executed. Respect for the opponent, spectators, coaches, and officials are a must at all levels of athletics. At interscholastic contests, behavior on the part of everyone should be characterized by generosity and genuine concern for others. Display good SPORTSMANSHIP the next time you attend a high school event at the Tyrone Area School District.

At this time, I want to remind students who attend any athletic event at TAHS that any display of un-sportsmanlike conduct towards officials and any opposing players, spectators, or coaches will result in an immediate suspension from the event with possible disciplinary action for future events. This includes inappropriate comments, gestures, profanity, or any behavior of any kind that could be considered disrespectful.

Students must have fulfilled all disciplinary consequences to be able to attend any school function or events.

Recording at Athletic Events

- No recording, including the use of cell phones with video capability, by spectators shall be conducted for commercial purposes, including cybercast, unless previously approved by the Principal, Dean of Students, or the Athletic Director.
- Recording, including the use of cell phones with video capability, by spectators is only allowed for private home use (not for distribution, broadcast, or cybercast).
- Recording by school/team representatives is only allowed for use by the individual school program (not for distribution, broadcast, cybercast, or YouTube).
- Recording by the media and other commercial outlets is allowed and will be regulated by the Principal, Dean of Students, or the Athletic Director.
- Recording of athletic practices by spectators is prohibited unless prior approval has been granted by the Principal, Dean of Students, or the Athletic Director.

Track Facility

Gum chewing on the track facility is prohibited. If gum gets deposited on the track surface, it is nearly impossible to remove, resulting in damage to the surface. This applies to students, staff, the public, and members of opposing teams. If observed using gum, you will forfeit your privilege to use the facility and be asked to leave.

Dances, Snowball & Extra Curricular Activities Policy and Expectations

Daily school attendance of students involved in extra-curricular activities is mandatory. Students are expected to be present *a full day* to be eligible to participate in an event or practice on any given day. An exception will be made if the student has an approved educational, medical or legal appointment in which case the student must present documentation indicating the date and time from the place of appointment.

- If a student is absent from school more than one half of the day, he/she will not be permitted to attend a dance on that day or if the student is absent on a Friday he/she will not be permitted to attend any school function to be held before the following Monday. The only exception is a written doctor/medical excuse which must be produced prior to the dance.
- If a student receives five (5) or more disciplinary actions resulting in ISS/OSS, they will not be permitted to attend.
- To ensure the safety of all students and guests, the doors will be locked 30 minutes after the dance begins and will remain locked for the entire dance.
- All functions will end no later than 11 pm., including end of the year class formals. However, most dances will end by 10:30 pm. to comply with Pennsylvania driving regulations.
- Inappropriate student or guest behavior will not be tolerated. Violators will be instructed to leave and may be banned from future dances. Disciplinary consequences may result, or legal authorities may be called.
- No re-admission once a student or guest leaves the dance. Students and guests may not remain on campus or the dance site without being in the designated dance area.

- All guests (Non-Tyrone Area High School Students) must be pre-register by their host with the dance coordinator prior to the function. No guests will be signed-in the night of the function. Guests must present Photo ID at pre-registration and when entering the dance.
- All District students who are not otherwise excluded by District Policy, Board or Administrative Action, or other statute, rule, regulation, guideline, or decision, may attend dances and other extracurricular activities suitable for their grade. Such students may bring guests provided that the guests are under the age of 21 on the date of the dance or other extracurricular function. The District reserves the right to exclude students and/or their guests if the presence of the student and/or the guest, in the opinion of Administrative Staff, would constitute a material disruption to the function or a threat to the health, safety, and welfare of others.
- Students who are in ISS and OSS the day of a dance or the Friday before a Saturday dance will not be permitted to attend.
- All regular school rules and regulations apply to dances and proms, even when they are held off campus. There is NO smoking permitted.
- Students suspected of consuming alcohol or other controlled substances will be denied entry to the dance and will be referred to the legal authorities.
- Large jackets, purses, and backpacks may be inspected by the faculty chaperones before or during the function and may be asked to be left at the check in table.
- All dances MUST be chaperoned by a least two members of the high school faculty or staff supported by additional parent/guardian chaperones trained by administrative staff.
- 3rd Electronics violation will result in loss of Dances/Snowball.
- **ALL DISCIPLINARY OBLIGATIONS/FINES MUST BE FULFILLED/PAID.**

All school rules are in effect for our students and their guests.

Prom Guidelines

The attendance of students involved in extra-curricular activities is mandatory. Students are expected to be present for a *full day* to be eligible to attend the prom. An exception will be made if the student has an approved educational, medical, or legal appointment in which case the student must present documentation indicating the date and time from the place of appointment.

- The prom will be held at the TBD.
- All students and their guests attending the prom must pay a fee to be determined by the prom advisors and prom committee. A junior or senior may invite one (1) guest. A guest is a student in grade 9-12 at TAHS, a TAHS graduate under the age of 21, a student enrolled or who has completed a GED program, a student from another district in grade 9-12, a graduate from another district under the age of 21, or a guest approved by the TAHS administrative team.
- All District students who are not otherwise excluded by District Policy, Board or Administrative Action, or other statute, rule, regulation, guideline, or decision, may attend dances and other extracurricular activities suitable for their grade. Such students may bring guests provided that the guests are under the age of 21 on the date of the dance or other extracurricular function. The District reserves the right to exclude students and/or their guests if the presence of the student and/or the guest, in the opinion of Administrative Staff, would constitute a material disruption to the function or a threat to the health, safety, and welfare of others.
- All students and their guests attending the prom are required to complete the Prom Registration Form. These forms are available from the Prom Advisor.
- Prom fees and registration forms should be placed in the envelope attached to the registration form with your name and 1st period class clearly printed on it. Couples attending should place both of their forms and fees in the same envelope. If your forms and fees are not placed in the provided envelop, they will not be accepted. All forms must be turned in by the designated deadline. Late forms will not be accepted, and you will not be able to attend the prom.
- All money from the prom fundraisers and all prom/guest fees must be paid in full in order to attend the prom and sign up for table selections. All deadlines will be strictly upheld, and you will not be able to attend the prom if fees are not paid by the designated deadline.
- When your completed registration forms and prom fees are submitted, you will be permitted to sign up for your table seating during the designated times. The exact table location will be available at that time for you to choose from. You will not be permitted to sign up anyone who has not submitted their forms and fees.

- Booklets containing admission, royal court voting tickets, table seating, and other pertinent information will be distributed to all students attending the prom the week of the prom.
- Family and friends will be permitted to view the decorations TBD.
- Prom attendees will be announced during the “Grand March. This is a fantastic opportunity for pictures. While participation is voluntary, it is highly suggested that all students plan on participating.
- Any student on suspension at the time of the prom will not be permitted to attend.
- If a student receives five (5) or more disciplinary actions resulting in ISS/OSS, they will not be permitted to attend.
- The prom is a school function and a privilege. All Tyrone Area High School rules and regulations from the Student Handbook/Code of Conduct will be enforced during the prom. No alcoholic beverages or tobacco of any kind are permitted at the prom.
- 3rd Electronics violation will result in loss of Dances/Snowball.
- 15 tardy unexcused
- 10 or more unlawful absences by the end of the third marking period
- **ALL DISCIPLINARY OBLIGATIONS/FINES MUST BE FULFILLED/PAID.**

Student Transportation

School bus transportation is provided for the student’s safety and convenience. Transportation is provided as a privilege; it is not a mandate, and therefore can be revoked at any time for misconduct. Students are expected to help maintain the condition of the bus on which they ride. Safety requires enforcement of rules for school bus conduct. Students and their parents/guardians should become familiar with the obligations and courtesies of public transportation. Students who cannot maintain self-discipline may forfeit their privileges of school transportation. If this happens, they will have to rely on other transportation. According to the Pennsylvania Public School Code, the bus driver has the same authority as the teacher has in the classroom.

When students ride school district transportation, they are expected to:

- Be polite and courteous to all
- Stay seated at all times while bus is in motion
- Be respectful of others’ property
- Use appropriate language at all times
- Help keep every bus trip safe
- Follow school discipline policies

School Bus Regulations

The Transportation Supervisor is responsible for establishing bus runs and assigning students to a particular bus. Students are to get on and off the bus at their assigned stop. Students wishing to ride a bus other than the one assigned must present a note written by a parent or guardian to the main office to receive a bus pass signed by an administrator. The pass must be presented to the bus driver on the day listed. This request can only be granted if there is seating available on the bus. A student getting off the bus at any stop other than his/her own without a permission slip signed by the school administrator is in violation of school policy. Students should be at the bus stop five minutes prior to the scheduled arrival of the bus. When a school bus does not arrive at the bus stop on time due to mechanical failure or weather conditions, students are expected to wait a reasonable length of time, depending on weather conditions (reasonable time would be at least 1 hour). After that time, the student should return home and contact the school to determine the reason for the delay. The following rules are designed for the safety of those riding a school bus. It is the student’s responsibility to obey the rules established and approved by the Board of School Directors.

Bus Stop Regulations

- Arrive at the bus stop on time-five minutes prior to the time the bus is scheduled to arrive.
- Wait for your bus in a safe place - well off the roadway. Bus riders must conduct themselves in a safe orderly manner while waiting (this means no foolishness or horseplay).
- Respect the property rights of people who reside at or near the bus stop.
- Wait until the bus comes to a complete stop before trying to get on the bus. Enter the bus single file with no crowding or pushing.

- Be careful if crossing the roadway to board the bus - check to make sure all traffic has stopped.

Bus Riding Regulations

- Observe the same conduct as in the classroom.
- Be courteous; use no loud or profane language.
- Do not eat or drink on the bus.
- Keep the bus clean; pick up any mess you make.
- Do not throw objects in the bus or outside the bus.
- Squirt guns and water bottles of any kind are not permitted on the bus.
- Always remain seated while on the bus.
- Keep head, hands, and feet inside the bus.
- Do not be destructive; defacement or destruction of property will be dealt with according to the school disciplinary code.
- Smoking or the use of tobacco products on the bus will be dealt with according to the disciplinary code. Lighting of matches or lighters is not permitted on or around the school bus.
- The driver has similar authority to the classroom teachers and the students are to obey, cooperate and show respect.
- Be courteous to fellow students.
- Bus drivers are authorized to assign seats.
- Radios, tape players or any form of sound systems are not permitted on the bus. The bus driver has been instructed to confiscate these items and turn them over to the Principal. They will be kept in the school office until parents/guardians pick them up.
- Enter the building immediately upon arrival at the school.
- Setting off caps or other explosive devices on the bus will result in suspension from riding the bus for three days or longer and be dealt with according to the disciplinary code.
- Video and photography are prohibited.
- No screaming/yelling.

Consequences for Bus Policy Violations:

- 1st offense – Written report to Dean from driver
Contact to parent from Dean – 1st even and subsequent events
In-school action
- 2nd offense - AM transportation provided by the school
PM transportation provided by the parent for one (1) day
- 3rd offense - AM and PM transportation provided by the parent for one (1) day
- 4th offense - AM and PM transportation provided by the parent for three (3) days
- 5th offense - AM and PM transportation provided by the parent indefinitely as per the District's discretion

NOTE: The student must be present in school for the day to count as a bus suspension. The school district reserves the right to administrative discretion dependent on the nature of the offense.

Bus Unloading Procedures

- Students should exit the bus in a quiet, orderly manner and proceed directly to their assigned area at school or to their home.
- Students who must cross the road should cross ten feet in front of the bus. Check traffic in both directions before proceeding across the roadway. Watch driver for signal to cross.

The school bus driver is authorized to enforce safety and social standards on his/her bus. He/she determines the degree of talking and activity permissible, conforming with policies set by the bus contractor and the Tyrone Area School District. The driver will explain the rules at the beginning of the school year or when the assignment of a

driver of a pupil is changed. The driver, the bus contractors, and District Transportation Personnel keep a list of pupils assigned to the bus.

Students will **NOT** be permitted to get on or off at any stop other than his/her own established stop or ride any bus other than their own unless **written consent** from a parent/guardian is approved by the transportation secretary and an administrator. An official Student Bus Pass will be issued that the student must present to the bus driver of the bus they wish to ride. No exceptions will be made. The same policy applies to students in transit from the vocational school as well as all extra-curricular events.

Due to overcrowding on school buses, it has been our district's policy that students be permitted to **ride other buses in case of emergencies only**, and availability of seats allows for this accommodation. A written consent from a parent/guardian must be presented to the attendance clerk, approved by the transportation secretary, issued a Student Bus Pass, and presented to the appropriate bus driver.

Bus Transportation-GACTC

Students who attend the GACTC are transported by school bus. Students are notified of the departure time. If a student misses the bus five (5) times or more, it may result in a meeting with the principal and the student being removed from the program. When a student misses the bus, they are automatically assigned to ISS during the time they would have attended GACTC.

GACTC students must directly enter the building from the bus and not go to their car in the parking lot.

School Bus Video/Audio Surveillance

For the safety of students and to maintain proper standards of conduct, a video/audio surveillance system may be in use on district school buses. This system is intended to assist the administration, bus contractors, and drivers in observing behavior and preventing violation of bus rules and regulations. Student behavior may be recorded, and disciplinary action may be taken based on the behaviors recorded.

Bikes, Skateboarding, Roller Blades, etc.

Students shall not ride their bike, roller blade, or skateboard on school grounds at any time, whether during or after school hours. For purposes of this ban, school grounds shall include all school buildings, parking lots, paths, playing fields or adjacent school owned property. Students shall dismount from bikes, roller blades or skateboards before entering school grounds. Students choosing to carry roller blades, skateboards onto school property shall promptly store such equipment in lockers or other such storage areas. Students not abiding by these guidelines will have items confiscated and will face disciplinary action for inappropriate behavior.

Parking/Driving Procedures, Rules and Expectations

- To park on school grounds students must pay a one-time fee of \$20.00 per year. Parking tags can be obtained by filling out the appropriate form in the Main Office and providing the necessary information. A student must also complete the Drug Test Form before a permit will be issued. Although parking tags are given on a first come, first serve basis, preference will be given to seniors, then juniors. Sophomores are not allowed to receive a parking permit. (These forms can be found on the website.)
- Driving to school is a privilege. ANY infraction of school rules can result in the loss of driving privileges. Any unsafe driving on school property will also result in loss of driving privileges. The speed limit is posted. All Pennsylvania traffic code and laws apply on school property.
- If you leave school property without permission in a vehicle, you will lose the privilege to drive for one year. If you transport students not authorized to leave the building, you will lose the privilege to drive for one year. If you are not old enough to drive but leave the building without permission in a vehicle, you will not be permitted to drive for the first year that you possess a driver's license.
- If you do not have a parking tag or do not have the tag in the proper place, a verbal warning given for the first offense; second offense will result in the loss of driving privileges for one year and after-school detention being assigned.
- All vehicles parked on school property are subject to search. If there is reasonable suspicion that a weapon, any substance covered under the school's drug and alcohol policy, or anything endangering the health and welfare of students is in a student vehicle, the vehicle may be searched with the student present.

- If driving privileges have been revoked and you drive or park on school property your vehicle will be towed away at your expense and/or law enforcement action will occur.
- To be eligible for a parking permit the student and parent/guardian must have completed the Drug and Alcohol Testing agreement and the Student Code of Conduct pledge.
- Students are permitted to park on campus in the following areas: **Front of high school-Row closest to the highway.** Students may not park in visitor, reserved, or handicap parking or the row closest to the school.
- Parking permits must be turned in before the last day of school. There is a \$5.00 fee for lost or damaged parking permits.

The regulations apply during school hours and only to school grounds. The school does not assume any responsibility for damaged or stolen cars.

Students who attend the Altoona Career and Technology Center are not permitted to drive or ride with another student to the CTC and must take transportation provided by the school district (unless permission has been obtained from both an administrator and a parent). Failure to comply with this policy may result in disciplinary action.

Moving Violations

The following is a list of Moving Violations that can get you a ticket or lead to loss of parking privileges and/or a call to Pennsylvania State Police:

Driving too fast for conditions – speeding

Reckless driving, including, but not limited to:

Performing burnouts, spinning tires, Loss of control of vehicle, Backing out of a parking space without looking, Failure to yield right of way, Allowing people to hang out of, or from, your vehicle, Allowing people to ride in the back of a pick-up truck, Failure to stop at stop sign, Entering area marked “Do Not Enter”, etc.

Parking/Driving Offenses

The following is a list of common parking offenses that can get you a ticket or lead to more severe consequences including *loss of parking permit from 5 days to the remainder of school year, towed at your expense, and/or disciplinary action:*

- Parking in a “No Parking” area, in an area not designated for student parking, or on a curb, lawn or driver’s education spot.
- Parking in a designated student area without vehicle being registered.
- Parking in a HANDICAPPED, VISITOR, or RESERVED space without proper identification.
- Double Parking – parking someone in.
- Parking in a designated parking area without displaying your assigned Parking Permit.
- Obscuring the Parking Permit.
- Parking an unregistered vehicle in a designated area with a valid permit.
- Using another person’s Parking Permit.
- Using vehicle to leave school during school hours without official permission.
- Visiting parking area and /or vehicle during school hours without official permission.
- Using the parking lot as a “hangout” before or after school. Students should report immediately inside after parking their car in a designated spot. Grilling breakfast, playing video games, and tailgating in general are not permitted in the parking lot.



Please visit the Greater Altoona Career & Technology Center (GACTC) website, www.gactc.edu, for current policies, procedures and up to date announcements including:

- How to apply to the GACTC
- GACTC Program Directory
- Faculty/Staff Directory
- 2023-2024 GACTC Academic Calendar
- Scholarship Information and Applications
- Other important parent and student resources are also available on the website including the most recent version of the GACTC Student/Parent Handbook. Please refer to the GACTC Student/Parent Handbook for information regarding but not limited to the following:
 - Student Arrival and Dismissal Times/Instructions
 - Absence Excuse Procedures
 - Instructions for updating your contact information
 - GACTC Infinite Campus Login for access to updated information on you student's academics and attendance

For more information please call the GACTC at 814-941-TECH.

GACTC Students Driving to School

Students who attend the GACTC are **NOT** permitted to drive their personal vehicle to the school until they complete and submit a "Transportation Release Form." (page 81)

Students needing to attend a function (such as extending testing, field trip, etc.) at GACTC must complete a "Transportation Release Form". If you are requesting to ride with a student that has permission to drive to GACTC you must complete and submit a "Release for Student to Ride with Another Student in a Personal Vehicle" form. (page 84)

Students should request a form from the Transportation Office. Form must be completed, submitted, and approved prior to driving to the GACTC. Any student violating this policy will be reported to the High School Dean and will be subject to loss of driving privileges, etc.

Section 6 Student Regulations, Disciplinary Procedures, & Forms

Tyrone Area High School Chart of Disciplinary Guidelines/Procedures

WHEN MORE THAN ONE OFFENSE OCCURS, DISCIPLINE WILL REFLECT AN ACCUMULATION OF CONSEQUENCES TO BE DETERMINED BY THE PRINCIPAL OR DEAN OF STUDENTS.

DISCIPLINARY INFRACTION	DEFINITION	FIRST OCCURRENCE	SECOND OCCURRENCE	SUBSEQUENT OCCURRENCES
"CUTS," LEAVING SCHOOL WITHOUT PERMISSION, NOT ON CTC BUS, TRUANCY, AND OTHER ILLEGAL ABSENCES	Failure to report to school, class, or a specifically assigned area, not on district provided transportation, or leaving school without permission; late to class by 5 minutes or more	After-School Detention(s) assigned 1 per period cut; or 1 MRR for entire day truancy; parents notified by mail. Zero (0) for class.	After-School Detention(s) assigned 1 per period cut; or 1 MRR for entire day truancy; parents notified by mail	Administrator Review; Suspension up to 10 days/MRR or placement in one of the AEP options; informal hearing for 3 or more days Suspension
CUTTING OF AFTER-SCHOOL DETENTION	Failure to report to the designated after-school detention	2 After-School Detentions; parents notified by mail; ineligible from all extra-curricular activities or school sponsored events until detention(s) have been completed	1 MRR assigned; parents notified by mail; ineligible from all extra-curricular activities or school sponsored events until detention(s) have been completed	Administrator Review; Suspension up to 10 days/MRR or placement in one of the AEP options; informal hearing for 3 or more days Suspension; ineligible from all extra-curricular activities or school sponsored events until detention(s) have been completed
CUTTING OF IN-SCHOOL SUSPENSION (ISS)	Failure to report to MRR after attendance is taken in 1 st period on assigned day; student reports to CTC or regular classes instead of MRR	2 OSS; parents notified; ineligible from all extra-curricular activities until suspension has been completed	3 OSS; parents notified	Administrator Review; Suspension up to 10 days or placement in one of the AEP options; informal hearing for 3 or more days Suspension
TARDINESS TO CLASS TARDINESS TO SCHOOL UNEXCUSED DISMISSALS	Being late (up to five minutes) to class and other obligations (i.e. Lunch, tutorial) (Note: Tardies in excess of five minutes will be considered a cut - see above) Being late to school Unexcused early dismissals from school	1 After-School Detention 8 tardies = 2 after-school detentions and loss of parking privileges 2 weeks 8 dismissals = 2 after-school detentions and loss of parking privileges 2 weeks	2 After-School Detentions 12 tardies = MRR and loss of parking privileges for remainder of marking period 12 dismissals = MRR and loss of parking privileges for remainder of marking period	Administrator Review; Suspension up to ten days/MRR or placement in one of the AEP options; informal hearing for 3 or more days Suspension 15 tardies = MRR, NO PROM, SNOWBALL, and loss of parking privileges for remainder of school year; 20 tardies = 2 MRR 15 dismissals = MRR, NO PROM, SNOWBALL, and loss of parking privileges for remainder of school year; 20 dismissals = 2 MRR
INAPPROPRIATE BEHAVIOR	Any form of disruptive or inappropriate behavior resulting in a referral to the office	1 to 3 After-School Detentions; parents notified by mail	1 MRR; parents notified	Administrator Review; Suspension up to 10 days/MRR or placement in one of the AEP options; informal hearing for 3 or more days Suspension
PUBLIC DISPLAYS OF AFFECTION (PDA)	Any form of public displays of affection	1 to 3 After-School Detentions; parents notified by mail	1 MRR; parents notified	Administrator Review; Suspension up to 10 days/ISS or placement in one of the AEP options; informal hearing for 3 or more days Suspension
INAPPROPRIATE LANGUAGE	Swearing, use of foul or abusive language or gestures in or around the school	1 to 3 After-School Detentions or one MRR; parents notified by mail	1 to 3 days MRR; parents notified; informal hearing for 3 or more days Suspension	Administrator Review; Suspension up to 10 days/MRR or placement in one of the AEP options; informal hearing for 3 or more days Suspension
INAPPROPRIATE LANGUAGE TOWARD STAFF / TEACHER AND STAFF DISRESPECT	Swearing; use of foul or abusive words or gestures toward any school-district employed personnel	Out-of-School Suspension of 1 to 3 days; parent conference scheduled; possible referral to legal authorities; informal hearing for 3 or more days Suspension	Out-of-School Suspension up to 10 days; conference scheduled with Administrator; informal hearing for 3 or more days Suspension	Administrator Review; Suspension up to 10 days/ISS or placement in one of the AEP options; charges to District Justice Office; informal hearing for 3 or more days Suspension
INSUBORDINATION / TEACHER AND STAFF DISRESPECT	Refusal to follow a directive; possession of lighter/electronic devices;	MRR or Suspension of 1 to 10 days; parents notified by mail	2 MRR or Out-of-School Suspension up to 10 days; conference	Administrator Review; Suspension up to 10 days/MRR or placement in one of the AEP

	refusal to respect the authority of school district staff members		scheduled with Administrator; informal hearing for 3 or more days Suspension; parents notified	options; informal hearing for 3 or more days Suspension
HARASSMENT/ BULLYING	Any unwelcome verbal, written, electronic, or physical conduct directed at a student by another student or students, or by an adult; taunting of others.	Suspension of 1 to 3 days; parent conference scheduled; possible referral to legal authorities; informal hearing for 3 or more days Suspension	Suspension up to 10 days; conference scheduled with Administrator; informal hearing for 3 or more days Suspension	Administrator Review; Suspension up to 10 days/MRR or placement in one of the AEP options; charges to District Justice Office; informal hearing for 3 or more days Suspension
ETHNIC or SEXUAL HARASSMENT	Any form of harassment against another's culture, heritage, or other characteristics or based on gender	Suspension up to 10 days; conference scheduled with the principal; possible referral to legal authorities; informal hearing for 3 or more days Suspension	Suspension up to 10 days; conference scheduled with the principal; possible referral to legal authorities; informal hearing for 3 or more days Suspension	Administrative Review; placement in one of the AEP options
TERRORISTIC THREATS/ACTS	Acts that are a detriment to the safety and well being of students and staff; verbal or written threats containing words like: killing, shooting, murder etc.	Immediately suspended up to 10 days; parent notified and conference scheduled; legal authorities notified; SAP referral; informal hearing for 3 or more days Suspension	Immediately suspended up to 10 days; parent notified and conference scheduled; legal authorities notified; informal hearing for 3 or more days Suspension	Administrative Review; immediately suspended; case reported to Superintendent who may recommend expulsion; informal hearing for 3 or more days Suspension
THREATS TOWARDS TEACHER/STAFF	Acts that are a detriment to the safety and well being of teachers/staff that cause alarm and unrest, could be physical, verbal or written; intimidation; threats containing words like: killing, shooting, murder, wanting to beat up, punch, etc.	Immediately suspended up to 10 days; parent notified and conference scheduled; legal authorities notified; SAP referral; informal hearing for 3 or more days Suspension; possible change of educational placement	Immediately suspended up to 10 days; parent notified and conference scheduled; legal authorities notified; informal hearing for 3 or more days Suspension; change of educational placement	Administrative Review; immediately suspended; case reported to Superintendent who may recommend expulsion; informal hearing for 3 or more days Suspension
FIGHTING	Any physical confrontation in or around school property, at a school function or on the bus, that is not deemed self-defense	Immediately suspended up to 10 days; parent notified and conference scheduled; legal authorities notified; informal hearing for 3 or more days Suspension	Immediately suspended up to 10 days; parent notified and conference scheduled; legal authorities notified; SAP referral; informal hearing for 3 or more days Suspension	Administrative Review; immediately suspended up to 10 days; parent notified; conference scheduled; placement in one of the AEP options; legal authorities notified; informal hearing for 3 or more days Suspension
ASSAULT RESULTING IN SERIOUS INJURY	An intentional physical attack causing the victim obvious severe or aggravated bodily injury	Suspension up to 10 days or placement in one of the AEP options and/or expulsion; parental notified and conference scheduled; legal authorities will be notified; SAP referral; informal hearing for 3 or more days Suspension	Suspension up to 10 days; placement in one of the AEP options and/or expulsion; parent notified and conference scheduled; legal authorities notified; SAP referral; informal hearing for 3 or more days Suspension	Administrative Review; minimum suspension of 10 days or placement in one of the AEP options and/or expulsion; parent notified and conference scheduled; legal authorities notified; SAP referral; informal hearing for 3 or more days Suspension
ASSAULT INVOLVING USE OF A WEAPON	An intentional physical attack by one person against another where the attacker either uses a weapon or displays a weapon in a threatening manner.	Weapon to be confiscated; parents and Superintendent notified; SAP referral; Administrator Review; Suspension up to 10 days or placement in one of the AEP options and/or expulsion; informal hearing for 3 or more days Suspension	Weapon to be confiscated; parents and Superintendent notified; SAP referral; Administrator Review; Suspension up to 10 days or placement in one of the AEP options and/or expulsion; informal hearing for 3 or more days Suspension	Administrator Review; Suspension up to 10 days or placement in one of the AEP options and/or expulsion; weapon to be confiscated; parents and Superintendent notified; SAP referral; informal hearing for 3 or more days Suspension
DRESS CODE VIOLATION	Wearing of clothing or jewelry outlined in Dress guidelines	1 After-School Detention – student asked to dress in an appropriate manner - will be sent to change clothes	1 MRR; parent notified	Administrator Review; Suspension up to 10 days or placement in one of the AEP options; informal hearing for 3 or more days Suspension
WEARING OF HEADWEAR DURING SCHOOL DAY	Upon entering of school, students are expected to	1 After-School Detention – student will be asked to	2 After-School Detentions; headwear	Administrator Review; headwear confiscated; parent may pick up

	remove their headwear (including but not limited to bandanas, hats, hoods, and du-rags) and place it in their locker for the duration of the school day	remove headwear and place it in their locker	confiscated; student may pick up at end of school day	at end of school day; suspension up to 3 days; informal hearing for 3 or more days Suspension
CHEATING/ PLAGIARISM	Copying from another source without proper documentation or supplying answers to another	A zero grade earned; parents notified by the teacher.	A zero grade earned; parents notified.	Administrator Review; parent conference scheduled to determine further disciplinary action which could include course failure
FORGERY/LYING	Illegally writing or telephoning in of passes, excuses, or early dismissals OR avoiding the truth or presenting falsehoods	Elimination of hall pass privileges; 1 detention; parents notified by mail	2 After-School Detentions; parent conference scheduled	Administrator Review; suspension up to 10 days or placement in one of the AEP options for the remainder of the school year; informal hearing for 3 or more days Suspension
DRIVING OR PARKING VIOLATION	Unsafe driving or incorrect parking on school property	1 After-School Detention; fine; possible towing or ticketing; loss of parking privileges on school property for up to 10 days; parents notified	2 After-School Detentions; fine; possible towing or ticketing; loss of parking privileges on school property for up to 10 days; parents notified	Administrator Review; Loss of parking privileges on school property for 3 months or remainder of school year
WEAPONS, ATTEMPTED ARSON, OR BOMB THREATS	Carrying or harboring weapons; attempting to set a fire; issuing of a bomb threat; or possessing or setting off devices which could be disruptive (Weapons include, but are not limited to knives, clubs and anything that could be used to inflict physical damage) See School Board Policy 218.1	Weapon to be confiscated; parents and Superintendent notified; SAP referral; Administrator Review; Suspension up to 10 days or placement in one of the AEP options and/or expulsion; legal authorities notified; driving privileges suspended; informal hearing for 3 or more days Suspension; Threat assessment.	Weapon to be confiscated; parents and Superintendent notified; SAP referral; Administrator Review; Suspension up to 10 days or placement in one of the AEP options, and/or expulsion; legal authorities notified; driving privileges suspended; informal hearing for 3 or more days Suspension; Threat assessment	Administrator Review; Weapon to be confiscated; parents and Superintendent notified; SAP referral; Administrator Review; Suspension up to 10 days; placement in one of the AEP options and/or expulsion; legal authorities notified; driving privileges suspended; informal hearing for 3 or more days Suspension; Threat assessment.
USE OF WEAPONS, EXPLOSIVE DEVICES, OR ARSON	Possession and/or use of a lethal weapon; igniting a smoke bomb and/or other explosive device as listed in the Gun-Free Schools Act of 1994; starting a fire on school property	Weapon to be confiscated, parents and Superintendent contacted, SAP referral, Administrator Review; Suspension up to 10 days or placement in one of the AEP options, and/or expulsion legal authorities notified; driving privileges suspended; informal hearing for 3 or more days Suspension	Weapon to be confiscated, parents and Superintendent contacted, SAP referral, Administrator Review; Suspension up to 10 days or placement in one of the AEP options, and/or expulsion; legal authorities notified; driving privileges suspended; informal hearing for 3 or more days Suspension	Administrator Review; Weapon to be confiscated; parents and Superintendent contacted; SAP referral; Administrator Review; Suspension up to 10 days or placement in one of the AEP options, and/or expulsion; legal authorities notified; driving privileges suspended; informal hearing for 3 or more days Suspension
TOBACCO	Possession or use of tobacco products including, but not limited to, cigarettes and "snuff"	Suspension of 3 days; referral to SAP; law enforcement; parents and District Justice notified; informal hearing	Suspension of 3 days; referral to SAP; law enforcement; parents and District Justice notified; informal hearing	Administrator Review; Suspension of up to 10 days; referral to SAP; legal authorities notified; parents and District Justice notified; informal hearing; 4th offense automatic referral to School Board for expulsion.
CELL PHONE/ELECTRONIC DEVICES VIOLATION	Cell phone/electronic device is in plain sight, vibrates, rings - student answers phone, takes pictures with, uses as a calculator/ watch, or text messages during school day	1 After-School Detention; cell confiscated; student may pick up cell phone/electronic device at end of school day	2 After-School Detentions; cell phone/electronic device confiscated; cell phone/electronic device returned to parents only	Administrator Review; 1 day of MRR; student banned from having a cell phone/electronic device at school; cell phone/electronic device returned at end of school year; possible AEP placement; informal hearing for 3 or more days Suspension; loss of Prom, Snowball, and parking privileges.
INAPPROPRIATE USE OF INTERNET AND/OR COMPUTER NETWORK	Refer to the acceptable use of computer network and internet access policy in this handbook	1 MRR; 45 day suspension of Internet Use*	2nd Occurrence- Suspension of 1-3 days out-of-school; 90 day suspension of Internet Use*	Administrator Review; Suspension of 5-10 out-of-school with informal hearing; placement in one of the AEP options. *Internet sites that are deemed

			3rd Occurrence- Suspension of 3-5 out-of-school; 180 day suspension of Internet Use*	necessary to the curriculum will remain accessible during suspensions. Computer violations of sufficient seriousness may constitute felonies under PA Title 18, Chapter 76, Subchapter B, Sections: 7611, 7612, 7613, 7614, 7615, 7616
THROWING OF FOOD OR ANY OBJECT	Throwing of food, drink or any object in the cafeteria or any other area of the building	Suspension of 1 to 10 days; parent conference scheduled; legal authorities notified; informal hearing for 3 or more days Suspension	Suspension up to 10 days or placement in one of the AEP options; legal authorities notified; informal hearing for 3 or more days Suspension	Administrator Review; Placement in one of the AEP options; informal hearing for 3 or more days Suspension
THEFT OR DEFACING SCHOOL AND/OR PERSONAL PROPERTY	Removal of property belonging to the school or another person OR damage and destruction to school or personal property	Suspension of 1 to 3 days; restitution and possible referral to legal authorities; conference scheduled with the principal; informal hearing for 3 or more days Suspension	Administrator Review; restitution and referral to legal authorities; suspension up to 10 days or placement in one of the AEP options; informal hearing for 3 or more days Suspension	Administrator Review; Placement in one of the AEP options or expulsion; restitution and referral to legal authorities; informal hearing for 3 or more days Suspension
BUS VIOLATIONS	Any form of disruptive or inappropriate behavior resulting in a referral to the office	1 to 3 After-School Detentions; parents notified by mail Possible bus removal of 1,3,5, or indefinite days	1 MRR; parents notified Possible bus removal of 1,3,5, or indefinite days	Administrator Review; Suspension up to 10 days/MRR or placement in one of the AEP options; informal hearing for 3 or more days Suspension Possible bus removal of 1,3,5, or indefinite days

***THIS HANDBOOK IS SUBJECT TO ADMINISTRATIVE DISCRETION.**

INFORMAL HEARING DEFINITION

When an out-of-school or in-school suspension is of three (3) or more school days, the student and parent/guardian will be given the opportunity to meet for (or participate in) an informal hearing with the administration. Initial notification of suspension and possible informal hearing will occur within 24 hours of discussion of such consequences with student. Informal hearings may occur over the phone at the request of a parent/guardian.

ADDITIONAL CONSEQUENCES WILL APPLY:

- **Five (5) infractions – NO PROM, Snowball, loss of parking privileges two (2) weeks.**
- **If the student is assigned four or more in-school suspensions throughout the year or two or more out-of-school suspensions throughout the year, the student will not be permitted to attend an educational field trip unless he/she is accompanied by a parent or guardian.**

Tyrone Area School District Summarization of Drug & Alcohol Administrative Guidelines

SITUATIONAL CATEGORY	IMMEDIATE ACTION/ REFERRAL	INVESTIGATION	NOTIFICATION OF PARENT/ GUARDIAN	NOTIFICATION OF POLICE	DISPOSITION OF SUBSTANCE	DISCIPLINE/ TREATMENT
1. A student is suspected of possible drug or alcohol use. There is no violation or physical evidence.	The student is informed of available help and encouraged to seek assistance. A referral is made to the Student Assistance Program (SAP).	SAP will process the student.	As determined by school-specific SAP process.	At the discretion of the principal.	Not applicable.	None. An intervention conference will be held if the SAP feels it is indicated by the data.
2. A student contacts a staff member in regard to the drug or alcohol use of another student.	The student who contacts a staff member is encouraged to get the student with a problem to personally seek assistance through SAP.	Staff member refers suspected student to SAP.	Not applicable.	At the discretion of the principal.	Not applicable.	None. SAP will monitor the student.
3. A student volunteers information about personal drug or alcohol use and asks for help.	The student is informed of services available and encouraged to seek assistance through SAP. Staff member refers student to SAP.	SAP will process the student.	As determined by school-specific SAP process.	At the discretion of the principal.	Not applicable.	None. SAP will monitor the student.
4. Student voluntarily confirms suspected possession or use. No substances found at school.	The student is informed of services available and encouraged to seek assistance through SAP. Staff member refers student to SAP.	SAP will process the student.	As determined by school-specific SAP process.	At the discretion of the principal.	Not applicable.	SAP will monitor the student.
5. The student has a drug or alcohol related medical emergency.	The principal and nurse will be summoned immediately. Student will be transported to medical facility. Referral to SAP.	The principal will investigate the incident. The student, his/her locker and other possessions will be searched. Confiscation of any found substance. SAP will process the student.	Yes, requested to come to the school as soon as possible.	Yes.	Analysis will be made for possible use in further proceedings.	If there is evidence of further violation, see appropriate situational category.
6. The student possesses drug-related paraphernalia. No evidence of use.	Principal is summoned. Paraphernalia is confiscated. Referral to SAP. Staff member writes an anecdotal report of the incident.	The principal will investigate the incident. The student, his/her locker and other possessions will be searched. Confiscation of substance. SAP will process the student.	Yes.	At the discretion of the principal.	Analysis if warranted will be made for possible use in further proceedings.	Required meeting with the principal. If there is evidence of a further violation, see appropriate situational category, informal hearing. 1-10 days out of school suspension. Mandated referral for drug and alcohol assessment. Student must follow treatment recommendations.

7. A student possesses, uses or is under the influence of drugs or alcohol - First offense - Cooperative behavior.	Principal is summoned. Referral to SAP. Staff member writes an anecdotal report of the incident.	The principal will investigate the incident. The student, his/her locker, and other possessions will be searched. Confiscation of substance. SAP will process the student.	Yes, requested to come to the school as soon as possible.	Yes.	Analysis will be made for possible use in further proceedings.	Informal hearing. Up to 10 day in- or out-of-school suspension. Mandated referral for drug and alcohol assessment. Student must follow treatment recommendations. Possible Placement in AEP.
8. A student possesses, uses or is under the influence of drugs or alcohol. First offense. Uncooperative behavior.	Principal is summoned. Referral to SAP. Staff member writes an anecdotal report of the incident.	The principal will investigate the incident. The student, his/her locker and other possessions will be searched. Confiscation of substance. SAP will process the student.	Yes, requested to come to the school as soon as possible.	Yes.	Analysis will be made for possible use in further proceedings.	Informal hearing. Up to 10-day in- or out-of-school suspension. Possible formal hearing for expulsion from school. Mandated referral for drug and alcohol assessment. Student must follow treatment recommendations. Possible placement in AEP.
9. A student possesses, uses or is under the influence of drugs or alcohol at a school-related or school-sponsored activity on or off school property.	Chaperone will contact the group advisor and principal. Referral to SAP.	The principal will investigate the incident. The student, his/her locker and other possessions will be searched. Confiscation of substance. SAP will process the student.	Yes.	Yes.	Analysis will be made for possible use in further proceedings.	The student will be sent home immediately at parental 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. Mandated referral for drug and alcohol assessment. Student must follow treatment recommendations. Possible placement in AEP.
10. A student is caught again in possession, use or under the influence of drugs or alcohol.	Principal is summoned. Referral to SAP. Staff member writes an anecdotal report of the incident.	The principal will investigate the incident. The student, his/her locker, and other possessions will be searched. Confiscation of substance. SAP remains actively involved with the student.	Yes, requested to come to the school as soon as possible.	Yes.	Analysis will be made for possible use in further proceedings.	Informal hearing. Up to 10-day in- or out-of-school suspension. Formal board hearing for expulsion. Mandated referral for drug and alcohol assessment. Student must follow treatment recommendations. Possible placement in AEP.

11. A student is distributing a drug, alcohol or controlled substance.	Principal is summoned. Referral to SAP. Staff member writes an anecdotal report of the incident.	The principal will investigate the incident. The student, his/her locker, and other possessions will be searched. Confiscation of substance. SAP remains actively involved with the student.	Yes, requested to come to the school as soon as possible.	Yes.	Analysis will be made for possible use in further proceedings.	Informal hearing. Up to 10-day in or out-of-school suspension. Possible formal board hearing for expulsion. Mandated referral for drug and alcohol assessment. Student must follow treatment recommendations. Possible placement in AEP.
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To and work in an orderly democratic school environment, it is necessary to establish rules and regulations which will insure the rights and welfare of all. When these regulations are violated, the student will be subject to an appropriate form of discipline. **In all cases, the administration retains the right to use its discretion in evaluating cases; however, a student's past record, attitude, and willingness to cooperate in correcting behavior problems will be considered.**

The Tyrone Area High School believes that good conduct is closely related to a positive environment for learning and an effective instructional program. It is expected that students follow the rules and regulations governing student conduct in school and during the time spent in travel to and from school. Such rules shall require that students:

- conform to reasonable standards of socially acceptable behavior
- respect the rights, person, and property of others
- preserve the degree of order necessary to the educational program in which they are engaged
- respond positively and promptly to those adults charged with the responsibility of monitoring student behavior

To ensure a safe learning environment, students are expected to have appropriate behavior and attendance. Detentions, suspensions, and possible expulsion from school could result when students are guilty of infractions. **Participation in any school function or activity including athletics is prohibited for the duration of the suspension and could result in exclusion from extra-curricular activities for part or all the school year.**

The administration reserves the right to modify disciplinary action based on individual circumstances and investigation.

Students will not be able to participate and/or spectate at any extracurricular activities, including athletics, until all discipline is completed. This means that if a student misses a day of detention or ISS that they may not participate or spectate until those consequences are completed. For example: if a student cuts an after-school detention, he/she will be assigned an ISS. The student will be ineligible until he/she completes the ISS which may be after the event.

After School Detention

Detention Rules

- 3:00pm to 4:00pm
- You must be in your detention on time. Tardiness will not be tolerated and will result in further and additional disciplinary action.
- Failure to work during detention will result in your removal from detention and appropriate disciplinary action.
- All rules of the high school will always be enforced in detention.
- During the time you are assigned to detention, talking or any form of communication with other students is **ABSOLUTELY FORBIDDEN**.
- Hall passes will not be issued to go to lockers, offices, restrooms, etc. All materials and outerwear should be brought with you when you report to the detention room. There are NO "breaks."
- No drinks, foods, candies, or gums, etc., are permitted in the detention room at any time.

- You will be assigned a seat when you arrive at detention, and you may not leave that seat without teacher permission.
- Sleeping, placing your head down on the desk, and other non-productive behaviors will not be tolerated and will result in removal from detention and appropriate disciplinary action.
- Students are required to bring schoolbooks, assignments, pencils, coats, hat, etc. with them to detention.
- Students must leave the building directly from detention. Students may not go to their lockers before leaving the building.
- There will be no lavatory privileges.
- Failure to serve scheduled detention will result in additional disciplinary action which may include, but not limited to:
 - suspension from extra-curricular activities
 - additional detention time
 - out-of-school suspension
 - recommendation for expulsion

ALL VIOLATIONS WILL RESULT IN FURTHER DISCIPLINARY ACTION.

Only one (1) after-school detention will be rescheduled each nine weeks. Requests must be made by parent/guardian in writing before 11:30 a.m. on the day of detention. Reschedules can only occur because of a legitimate excuse. Failure to comply with these rules will result in further disciplinary action.

Lunch Detention

Students will be assigned Lunch Detention:

- If they fail to attend their after-school detention or Academic Detention
- As determined by the principal or Dean of students

Academic Detention

Students will be assigned Academic Detention by the Principal on the recommendation of their teacher if they meet the following criteria:

- Failing quarter grade/one of the lowest in the class
- Failing quarter grade for three weeks or more
- Multiple missing assignments
- Refusal to participate in class
- Missing major project or test
- Refusal to attend academic support

Students who are struggling or cannot do the work are NOT assigned to Academic Detention. This program is designed to target only the most severe cases of academic non-compliance.

Motivational Resource Room (MRR)

When students are assigned to the Motivational Resource Room (MRR), they are to report to MRR immediately after the bell for Advisory/Announcements. As a courtesy, the Dean's Office will send a reminder notice to the student's 1st period and this notice may be omitted at times. Students are to remain in MRR for the entire school day. Parents will be notified when students are assigned MRR.

It is the student's responsibility, with or without the reminder notice, to be in MRR at the proper time.

Assignments will be collected for students assigned to the MRR. All assignments are due as indicated by the teacher sending work to students in MRR. Failure to complete work in the given time will result in a zero for the assignment. If a student satisfactorily completes all of the assignments before the end of the day, the MRR teacher may assign student's additional work. Students may also be requested to complete a learning module geared at helping students

learn from their past mistakes in order to change the behavior that resulted in the assignment of the Motivational Resource Room.

Once students are assigned an MMR date, that date will not be rescheduled. If a student is absent from school on a day that he/she was scheduled for MRR, the student will be required to attend MRR the very next day he/she returns to school.

- *Students assigned to the MRR placement may not be permitted to attend GACTC or participate in any extra-curricular activities on that date.*
- If a student reports to the MRR room late or fails to report on the assigned date, the student will receive two days of MRR. If a student has an early dismissal on the assigned date, additional MRR time may be scheduled for the next day.
- Students who are subject to disciplinary MRR Placement or are absent on Friday, may not attend any school function to be held before the following Monday.

Out-of-School suspension (OSS)

Students can be assigned to OSS at the discretion of Administration where suspension is listed as one of the disciplinary consequences.

When a student is suspended out of -school, the student may not visit any school campus throughout the duration of the suspension, nor may the student participate in any extracurricular activities, including athletic practices, competitions, dances, performances, etc. Students may resume participation in extracurricular activities on the day they return to school.

When a student is placed in out-of-school suspension, participation in extracurricular, co-curricular or field trip activities will be prohibited. Students may resume participation in extracurricular activities on the day they return to school. A coach or sponsor may set a more restrictive rule if missing practice has influenced preparation for participation.

Finally, students suspended from GACTC may not attend the high school during the period of suspension. Likewise, students suspended from the Tyrone Area High School may not attend the vocational school during the period of suspension.

Alternative Education for Disrupted Youth

When repeated application of specified penalties and interventions has failed to change behavior on the part of the student, the administrator may elect placement based on recommendations from the Alternative Educational for Disrupted Youth Placement Committee.

School Resource Officer

Tyrone Area High School is fortunate to have a School Resource Officer (SRO) as a part of our educational team. A School Resource Officer is a sworn law enforcement officer, assigned to a school on a long-term basis. The SRO is specifically trained in and performs three main functions: law enforcement officer, law related counselor, and law related educator. In addition, the SRO works in collaboration with the school and the community as a resource.

Students and Local Police

At times it will be necessary for school officials to call the local police. This may happen when a weapon is involved, a student has an illicit substance on his/her person, or a student is disorderly. A disorderly student is one who acts with intent to create a public inconvenience, annoyance or alarm. He may also be a student who recklessly creates a risk by engaging in a fight or a threat of violent or tumultuous behavior. Finally, he is one who makes unreasonable noise, uses obscene language, makes obscene gestures, or who creates a hazardous or physically offensive condition by any act which serves no legitimate purpose. (Crimes Code of PA §5503 Disorderly Conduct). There may be other times when the local police may be called. An example of this is when a student has been asked by the administration to search his personal belongings and the student refuses. Such a refusal is viewed as provocation to call the local policing authority. When a student is accused of committing an act that requires that they talk with the local policing authority, all attempts will be made to contact parents. Should the school be unable to contact the parent before the student talks with the local police and the school administrators deem the interview with the student

an emergency situation they will, acting in loco de parentis, represent the interests of the parent. The school may not contact parents if directed not to do so by the representatives of Children and Youth services of Blair, Centre, or Huntingdon Counties.

Student Searches

General Locker Searches – It is the policy of the Tyrone Area School District to conduct, in certain circumstances, periodic searches of the lockers located in the school facilities. School authorities may search a student's locker and seize any illegal or unauthorized items or materials, including but not limited to, weapons, knives, firearms, ammunition, firecrackers, smoke bombs, or any other incendiary or explosive device; tobacco products, "look-a-likes" and paraphernalia; drugs or controlled substances, drug use paraphernalia, or "look-a-likes" in any form; alcohol or "look-a-likes" in any form; obscene materials; stolen property; any other poisonous or harmful material or item. Searches may include, but are not limited to, the utilization of a certified police drug detection dog, or any other device deemed useful in protection of the health, safety, and welfare of the school population. Before School District personnel open a locker, a student shall be notified and given an opportunity to be present, but not to stop the search. Any and all lockers may be searched, and any contents therein can be seized. Any contraband or unauthorized items or materials discovered can be seized and may be the subject of disciplinary action and/or criminal charges.

Individualized Searches – Where school authorities have a reasonable suspicion that a locker contains materials which pose a threat to the health, welfare, and safety of students, faculty, administration, visitors and/or school property, any student and any student's locker(s) may be searched without proper warning or, in the case of a student's locker, without the presence of the student. If these certain circumstances arise, the student and ANY and ALL contents of the locker may be subject to search, including but not limited to items such as coats, book bags, purses, gym bags, containers or any other object where the contents may be kept. Any contraband or unauthorized items or materials discovered can be seized and may be the subject of disciplinary action and/or criminal charges. Metal detectors, wands, and/or other technology may be utilized.

Phone Calls

Phone usage is discouraged during school hours; however, we understand that emergencies arise, and the student must call his/her parent or employer. To use the phone in the Main Office a student must first report to his/her scheduled class to obtain a pass from the teacher. **PHONE USAGE WILL NOT BE PERMITTED WITHOUT A PASS FROM A STUDENT'S SCHEDULED TEACHER. ALL CALLS ARE TO BE LIMITED TO EMERGENCIES CALLS ONLY.**

- Office personnel will make every effort to deliver student emergency messages received from parents, guardians, or employers only. Please check the Main Office between classes if you are expecting something to be dropped off.
- Messages from friends WILL NOT be delivered.
- Students may not use cellular phones to place calls during the school day.

Hallways & Green Hall Passes

Tyrone Area High School Students shall at all time conduct themselves in a responsible, respectful manner that will reflect positively on themselves and our school. Appropriate hallway behavior includes talking in quiet voices, using appropriate language, walking (not running), and respecting the rights of all students and staff. Public displays of affection are socially unacceptable and are therefore prohibited. Violations of school rules that occur in the hallways will result in disciplinary referrals. *Hall passes are imperative to good school discipline and to the accountability of students when in the hallways.*

- A student should carry his/her pass so that faculty monitoring the hallways can see it. Information on the pass must include the student's name, destination, date, time, and a school official's signature.
- Students should expect teachers, principals, and other school officials to ask for a hall pass at any time they are in the hallways during class time. Students without passes will be escorted to their class or taken to the Dean's Office.
- Students are not permitted to leave a regularly scheduled class without a written pass from the requesting

teacher and *prior* approval from the regularly scheduled teacher and an administrator.

- Those students who consistently violate school rules may be placed on a hall pass restriction list for an indefinite period.

Student Complaint Procedure/Incident Form

When a student feels the need to voice concerns about issues surrounding the operation of the school, he/she may pursue the following procedural guidelines: Complete the Student Incident Form found in the Offices and in this handbook. Make an appointment with the appropriate administrator or guidance counselor to discuss the issues.

Flag Salute & Pledge of Allegiance

It is the responsibility of every citizen to show proper respect for his/her country and the flag. Students may decline to recite the Pledge of Allegiance and refrain from saluting the Flag based on personal belief or religious convictions. Students who choose to refrain from such participation shall respect the rights and interest of classmates who do wish to participate.

Study Hall Guidelines

Study halls will be conducted in a traditional manner and in accordance with the following guidelines:

- Students should report to study hall prepared to do schoolwork. They should bring books, pencils, paper, and homework assignments.
- Study hall time should be devoted to the completion of assigned homework.
- Student conversations are discouraged.
- Students will be allowed out of study hall only with a properly signed pass from a teacher. The study hall monitor should maintain a sign out sheet with student name, destination, departure and arrival times.
- All students should have assigned seats.
- Feet should be kept on the floor and not on tables or chairs.
- Student use of vending machines is prohibited. WATER ONLY IS ALLOWED IN ANY STUDY HALL.
- There will be absolutely no cell phone usage in study hall.

Cafeteria Procedures

The high school has a *closed* lunch period; therefore, students are not permitted to leave school during their assigned lunch period.

- Students may not take food out of the cafeteria. Students are not permitted to eat food or have any open beverage containers in the hallways. Students may have water in the hallways and classrooms.
- Students can apply for free/reduced lunches (if applicable) by completing an application at the beginning of the school year and turning it into the cafeteria.
- Each student is assigned a PIN (Personal Identification Number) to be used in the cafeteria. Students can either prepay into their account or pay cash as they go through the line. Additional information is available in the High School cafeteria.
- Breakfast is served in the cafeteria each morning before the start of school. Breakfast items can be purchased ala carte or as a regular breakfast. If a student is eligible for free or reduced lunch, he or she is also eligible for free or reduced breakfast. The cafeteria will close every morning at 8:00 am to ensure that students get to their 1st period on time.
- Students are expected to cooperate with the cafeteria monitors and workers who are on duty. Pushing and shoving, butting in line, loud or out of control behavior, throwing and making a mess of food, disrespecting workers, and leaving trays on tables and littering are obviously considered inappropriate behaviors.
- Failure to comply with cafeteria regulations and to show consideration for others will result in an immediate referral and corrective action. This may include being assigned to eat in an alternate location, detention, or suspension by the administration. *Mature behavior is expected and anticipated.*

Cafeteria Charging Procedures

- A limit of five (5) lunches will be enforced for charging.
- No charging of ala carte items if any amount of cash is due to the cafeteria.

- If a student has cash, but owes money to his/her account, he/she can buy only a regular breakfast and/or lunch that day.
- Cashiers will notify students when their account has a negative balance. Notices will be sent to parents when they reach a \$5.00 charge.
- Two weeks prior to the end of school, students will not be permitted to charge meals.
- Any student owing \$5.00 or more will be added to the fines list and will not be permitted to participate in activities and their final report card will not be released

Eagle Café

- Food and beverages are not to be taken to classrooms.
- Students given permission to go to the café are not permitted to go anywhere else or to stop other places, including their lockers or the restroom.
- All trash is to be disposed of properly and any spills cleaned up by that student.
- Students who are on the Ineligibility list may not be permitted to use the café.
- The café is a privilege please be respectful and BE GOLDEN!

Lost & Found

Valuable personal possessions, especially money, should not be brought to school and/or should not be kept in lockers or unattended places. If an item is lost or misplaced, the student should report to the Main Office where he/she will be directed to the lost and found area. The loss of a valuable item should be reported immediately to the Officer Bub if it is not located in the lost and found. The school will attempt to help students find lost items, but the school cannot be held responsible for personal losses. Students are to report all missing items, either personal or school property, to the School Resource Officer. If books are missing from student lockers during the school year, students must report this loss to the School Resource Officer so that a record can be made. However, *please understand that students will be held responsible for missing books.*

Building Security

A video surveillance system is in use in many areas, both inside and outside, of the high school to provide for the safety of students and staff. This system is intended to assist the administration and staff in observing and monitoring behavior throughout the building. Student behavior may be videoed and disciplinary action may be taken based on the behavior recorded. Anyone entering the building after 8:00 a.m. must enter through the Main Office and sign in. All students leaving the building during the day must sign out in the Main Office.

Visitors

Student visitors can cause disruption to the normal routine of the school day and are therefore discouraged. There should be an educational reason for a student to visit. Students who wish to bring visitors to school must obtain permission from the building administrator at least one day in advance of the visit. A visitor's form must be obtained from the Main Office and filled out before permission is granted.

Lockers/Locks

Students will be assigned a locker for storage space for books, coats, and other belongings. Please always keep lockers neat and free of litter. Students are not permitted to place stickers/adhesive decorations on or to write on the outside or inside of lockers. Students are permitted to use their lockers between classes at any time during the day. *However, going to one's locker is not an acceptable excuse for being late to a class.*

At the onset of the school year, students will be assigned a locker. Keep your locker locked. Locker doors are always to be kept closed. It is the responsibility of individual students to keep lockers locked!

Gym lockers will be assigned. *Be sure to lock your lockers during gym classes. The school cannot be responsible for articles or money stolen from lockers. Students should not keep money or valuables in their hall or gym lockers.* Since the school cannot be responsible for lost or stolen items, students are strongly urged not to set lockers, but always keep them locked. Do not give your combination to anyone else.

Emergency Procedures

The most important emergency procedure for students is to stay with their assigned teachers, stay quiet, and follow all directions. All students should be aware of the emergency escape routes from assigned classrooms and know where the teacher would stand outside so that, if the student is separated, he/she could rejoin the assigned class once outside.

Financial Obligations & Collections

It is important to learn to respect property and develop feelings of pride in community institutions. The school issues books needed for courses of study, a locker for books, extra articles of clothing (sports), and a locker for physical education attire. It is the student's duty to take care of all these loaned items. Any destruction, accidental or intentional, must be paid for. Students will pay for any lost or damaged items in the Main or Attendance offices. The secretary will give the student a receipt when payment is made. All financial obligations must be satisfied before a student may participate in graduation activities.

Textbooks in Pennsylvania public schools are purchased for use at the taxpayer's expense. Textbooks are *LOANED* to students at the beginning of the course. Teachers record student names, the book numbers, and their condition. Until books are returned to teachers, students are responsible for them. At the end of the course, the numbers and condition of books are checked with the teacher's record. Books are purchased with the intention of using them for several years. If the books are lost, damaged, or unduly worn, the students must assume the cost of replacement or damages. Student report cards will be withheld until all book fines and other financial obligations are paid. Parents/guardians will be informed by the school of any obligations incurred by their students. If after written notification the obligation has not been satisfied, charges may be filed with the local District Justice to recover the costs. Students owing money may be barred from school activities.

Fire Drills & Tornado Drills

Fire drills occur once a month. If, during a class, students hear the fire alarm bell, wait for the teacher's instructions regarding the fire exit door and the direction, and then proceed to the nearest exit and leave the building quickly and quietly. Fire exit signs are found above the doors or on the bulletin boards in each room. Students should always remain with their class. Proceed back inside to class quietly and quickly when told to do so by staff members.

- If an alarm goes off and a student is away from the teacher assigned area, exit the building by the nearest emergency exit and inform the nearest teacher/administrator of his/her location.
- If it should become necessary to evacuate the school building, students would be escorted to the designated location.
- Tornado drills are held at least once per year. Specific instructions will be issued by teachers.

Student Information Releases

Under the Family Educational Rights and Privacy Act (FERPA), schools have the right to release directory information without prior written consent unless written notification is received within thirty days from a parent or a student who has reached the age of 18. Directory information is that which would not generally be considered harmful or an invasion of privacy. These releases would typically be made to various sources of the news media to highlight the successes of our students but may also include information to organizations supporting our school system.

Directory information may include a student's name, address, phone number, birth date, email address, class schedule, height, weight, dates of attendance, honors and awards, clubs and teams to which the student belongs, major field of study, and pictures.

Any parent or student who has reached the age of 18 who would not like any part of the above directory information to be released should send this request in writing to the High School Main Office by **September 14, 2023** listing the specific types of information that are to be withheld.

Assemblies & Pep Rallies

Students will be dismissed to go to assemblies and pep rallies via the public address system. At the appropriate time, students should move quickly and quietly to assigned areas in the auditorium or gym with their teacher. All

students must sit in their assigned area with their teacher. Failure to comply with these requests will be treated as insubordination or a class cut. Students are always expected to show respect and courtesy during assemblies and pep rallies. Assemblies and pep rallies are not only entertaining but are also an important part of the educational process of our school. For this reason, appropriate behavior is always expected. Appropriate behaviors include, but are not limited to:

- Demonstrating respect for the speakers or presenters.
- Listening attentively while the performers are addressing the audience.
- Sitting in an appropriate manner, keeping feet off chairs and out of the aisles.

Students at the Tyrone Area High School have upheld a high standard of “Pride, Tradition, and Excellence.” It is appropriate for our students to continue this tradition by taking pride in good behavior during assemblies. Disruptive students will be removed by administrators or teachers and may receive further disciplinary consequences.

* Normally, GACTC students will not return for assemblies and pep rallies.

Sapphire Community Portal

The Sapphire Community Portal is a real-time web-based view of student progress that will allow you to see current and historical grading, attendance, and discipline information. The portal link is available on district website or you may go there directly with the following address:

<http://sapphire.tyrone.k12.pa.us/parentportal>

Student accounts are automatically created for all district students using their assigned district email address/password.

Parents may sign up for accounts by going to the community portal website and selecting the “Create a Sapphire Community Portal account” link on the login page and completing the application. Once submitted, the application will be reviewed and, if approved, an email will be sent confirming access.

Automated Mass Communications

The district employs an automated communication system for emergency and non-emergency messages to parents/guardians. The system will send alerts via multiple mechanisms: phone, email, text-messaging, web, social media, and push notifications.

By default, non-emergency messages will go to the primary phone and email contacts of the student, while emergency messages will go to all parent/guardian phone and email contacts for the student.

The Tyrone Area School District recognizes that computers and the Internet has become a valuable classroom tool. To that end, the district has made considerable investments in classroom technology to support the education of our students. However, we are also aware that there are numerous uses of this technology which are not appropriate in a school environment. While the district utilizes several layers of security and filtering technologies to foster safe and productive computer use, there is no technology that can prevent inappropriate access with 100% certainty. The student must take personal responsibility for their own activities when they utilize district computers. The school Acceptable Use Policy details activities that are inappropriate, which include activities that:

- a. access, upload, download, or distribute pornographic, obscene, or sexually explicit material.
- b. transmit obscene, abusive, sexually explicit, or threatening language.
- c. violate any local, state, or federal statute.
- d. vandalize, damage, or disable the property of another individual or organization.
- e. access another individual's materials, information, or files without permission.
- f. violate copyright or otherwise use the intellectual property of another individual or organization without permission.
- g. utilizes or attempt to utilize any technologies or methods that bypass or attempt to bypass district Internet filters or other security mechanisms.
- h. any other activities that are not in support of education and research and consistent with educational objectives of the district.

When through their actions a student has been found to have violated the Acceptable Use Policy, the following enforcement actions will be taken:

Inappropriate Use of the Internet/Computers

Students who access inappropriate or unapproved websites will be given a warning from the Technology Department. A second violation will result in the student being restricted to “allowed-sites only” for the remainder of the marking period. Third and subsequent violations will be sent to the Dean of Students for consequences under the Acceptable Use Policy.

Violations of the AUP other than access of inappropriate or unapproved websites will be forwarded directly to the Dean for appropriate consequences.

Minimum guidelines for AUP violations:

1st Offense – 1 After-School Detention – 45 Day Suspension of Internet Use*

2nd Offense – 1-3 MRR – 90 Day Suspension of Internet Use*

3rd Offense – 3-5 MRR – 180 Day Suspension of Internet Use*

Subsequent Occurrences – 5-10 MRR with Informal Hearing – Possible placement in one of AEP Options

*Internet sites that are deemed necessary to the curriculum will remain accessible during suspensions.

Some AUP violations will trigger other disciplinary actions based on district policies or state laws (eg. Cyberbullying, hacking, etc.). Computer violations of sufficient seriousness may constitute felonies under PA Title 18, Chapter 76, Subchapter B, Sections: 7611, 7612, 7613, 7614, 7615, & 7616.

Chromebook 1 to 1 Program

As part of the district's efforts to integrate technology into the curriculum, all students in the district are provided a 1:1 computing device (Chromebook or Chrome Tablet), depending on grade level. These devices are necessary for curriculum delivery and will allow the district to provide your child access to a wide variety of instructional and research tools. To extend learning into the home, students in the Middle and High schools are encouraged to take the devices home during the school year. Elementary students may be required to take a device home when they will not be in the physical classroom for an extended period.

While these devices do have limited offline capabilities, they are most effective when wireless internet connectivity is available. There are several programs available to help provide affordable internet for students. Please contact your school's main office or refer to our website for current program information.

Program Rules

- At all times while using their device, the student and parent/guardian agree to adhere to the District's Acceptable Use Policy (Policy 815).
- Internet access on the device is filtered and monitored both on and off campus. The student may be disciplined for inappropriate use of the Internet whether it occurs on or off campus.
- These devices are being provided for the student's educational use. As such, the student is required to bring them to school every day and with a full charge. Failure to do so may be considered unpreparedness for class.
- The device is the property of the district and not the student. The student will not attempt to physically alter the device, load unauthorized software, bypass Internet filters, alter the operating system, or perform any other alterations to the device or software without authorization.
- Any damage/theft/loss shall be reported immediately to the district. The district will decide the repair/replacement costs and perform the necessary work. No self-repair/replacement will be accepted. Same-day or next day repairs will be made when feasible, or a loaner unit will be made available to the student for extended repairs.

- Charges for damage/theft/loss, whether accidental or through negligence, shall be determined by the district. Unless waived, repair costs up to the full replacement value of the device shall be the responsibility of the student and parent/guardian. Information on device insurance is available from the district.
- Accidental damage will be waived for Elementary students. In addition, 5th and 6th grade students will get a once-per-year waiver for accidental damage, with subsequent incidents charged normally. The district will not waive intentional or neglectful damage, device loss or theft.
- Repeated damage or loss of the device will be considered negligence and the student may be provided an alternate device.
- For High School students, upon successful completion of all graduation requirements, the district may grant the device to the student at its discretion.
- This program is extended to full-time students enrolled in eligible programs/grade levels. Students who withdraw or otherwise become ineligible must return their device within 3 business days to the district.
- Students will be required to turn their device in at the end of the school year for refurbishment over the summer. The same device will be returned to the student upon their return in the fall. Any repairs deemed necessary to return the device to fully operational condition will be made, and appropriate fees assessed.
- If at any time the district requests the device be returned, the device must be returned within 3 business days. Failure to return the device will result in the parent/guardian being charged the full replacement cost of the device.

BULLYING / HARASSMENT REPORTING FORM

Student Name (optional): _____

Grade (optional): _____ **Date of Completion of Form:** _____

Description of Bullying Incident(s) (be specific with names, dates, grades and events):

Student Witness (es):

Name:

Grade:

Faculty/Staff Witness (es):

Name:

Role:

Have you reported this before to the school?

Yes / No

If yes, when?

Date: _____

Have you discussed this with your parent(s) / guardian(s)?

Yes / No

Would you be interested in talking with your guidance counselor?

Yes / No

Would you be interested in talking with your principal?

Yes / No

Would you be comfortable with us calling home to talk to your parent(s) / guardian(s)?

Yes / No

Are you comfortable with us talking to the student and/or faculty/staff witnesses listed?

Yes / No

Student Signature: _____

Action Taken (Guidance, Dean of Students, or Principal Completes)

Guidance, Dean of Students, or Principal Signature: _____

INCIDENT REPORTING FORM

Student Name: _____**Grade:** _____ **Date of Completion of Form:** _____ **Date of Incident:** _____**Description of Incident(s) (be specific with names, dates, grades and events):**

Student Witness (es):**Name:** _____ **Grade:** _____

Faculty/Staff Witness (es):**Name:** _____ **Role:** _____

Have you reported this before to the school?

Yes / No

If yes, when?

Date: _____

Have you discussed this with your parent(s) / guardian(s)?

Yes / No

Would you be interested in talking with your guidance counselor?

Yes / No

Would you be interested in talking with your principal?

Yes / No

Are you comfortable with us talking to the student and/or faculty/staff witnesses listed? Yes / No

Student Signature: _____**Action Taken (Guidance, Dean of Students, or Principal Completes)**

Guidance, Dean of Students, or Principal Signature: _____

SUBSTANCE ABUSE/USE QUESTIONNAIRE

This form is intended as a tool for students to evaluate concerns that they may have about themselves or a friend with regards to substance abuse. We encourage our students to fill out this form and then talk to their guidance counselor, a teacher, or one of the building principals.

HOW CAN I TELL IF MY FRIEND OR I HAVE A SUBSTANCE ABUSE PROBLEM?

- | | |
|--|--------|
| 1) Do you or your friend ever lose time from school due to drinking alcohol or using drugs. | Y or N |
| 2) Do you or your friend use drugs to feel more comfortable, forget about worries or studies, or to build self-confidence? | Y or N |
| 3) Do you or your friend use substance alone? | Y or N |
| 4) Do you or your friend ever feel guilty because of substance use? | Y or N |
| 5) Have you or your friend ever gotten in trouble at home or school for substance use? | Y or N |
| 6) Do you or your friend do without other things or borrow money in order to get the substance? | Y or N |
| 7) Do you or your friend feel a sense of power when using substances? | Y or N |
| 8) Have you or your friend lost friends since beginning to use the substance? | Y or N |
| 9) Have you or your friend started hanging out with a heavy substance abusing crowd? | Y or N |
| 10) Do you or your friend use the substance until it is all gone? | Y or N |
| 11) Does your friend turn off studies or lectures about substance use? | Y or N |

RELEASE AND INDEMNIFICATION AGREEMENT STUDENT DRIVER

THIS AGREEMENT ("Agreement") is made this _____ day of _____, 20____ by and between TYRONE AREA SCHOOL DISTRICT ("TASD"). **A-N-D**

_____ [father] and _____ [mother], (collectively "Parents"), adult individuals residing at _____ [residence], the parents and natural guardians of _____ [student], a minor, and on behalf of themselves and on behalf of their minor child, _____ [student] and _____ [student] on his own behalf ("collectively, "Releasors").

WHEREAS, Releasors have requested TASD to allow _____ [student] to drive Parents' automobile, a _____ [year, model and make] displaying a valid license plate number _____ [license plate number] (the "Vehicle") to _____ [location] (the "Destination");

WHEREAS, TASD will not permit _____ [student] to drive the Vehicle to and from the Destination unless and until Releasors release TASD as set forth herein;

WHEREAS, the Releasors are willing to release TASD pursuant to the terms of this Agreement;

NOW, THEREFORE, in consideration of the mutual covenants contained herein and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties intending to be legally bound, do hereby agree as follows:

1. Releasors hereby warrant and represent to TASD that they own the Vehicle and that the Vehicle is fully covered under the automobile insurance policy attached hereto and made a part hereof as Exhibit A.
2. Releasors hereby warrant and represent to TASD that _____ [student] will not transport any other person in the Vehicle at any time while in route to or from the Destination without prior written permission from TASD. Releasors hereby warrant and represent to TASD that _____ [student] will drive directly from TASD school grounds to the Destination and directly from the Destination to TASD school grounds or to Releasors' residence.

3. Releasors, each on their own behalf and on behalf of _____ [student], hereby release and hold TASD, its officers, directors, employees and agents harmless from any and all claims of any nature whatsoever that Releasors had, now have or may have in the future arising out of any incident or occurrence whatsoever in any manner relating to _____'s [student] driving the Vehicle to and from the Destination.
4. Releasors, each on their own behalf and on behalf of _____ [student] covenants and agrees, at their sole cost and expense, to indemnify, protect and save TASD harmless against and from any and all liens, damages, losses, liabilities, obligations, penalties, claims, litigation, demands, defenses, judgments, suits, and proceedings whatsoever (including, without limitation, attorneys' and experts' fees and disbursements) which may at any time be imposed upon, incurred by or asserted or awarded against TASD and arising out of any incident or occurrence whatsoever in any manner relating to _____'s [student] driving the Vehicle to and from the Destination.
5. This Agreement constitutes the complete agreement and understanding between the parties and there is no written or oral understanding or agreement directly or indirectly connected with this Agreement that is written in this Agreement.
6. The execution of this Agreement does not constitute any acknowledgement or admission of alleged liability on the part of any party for any alleged actions or inactions of any party.
7. This Agreement shall be construed that wherever applicable, the use of the singular number shall include the plural number and the masculine gender shall be construed to include the feminine or neuter gender.
8. This Agreement shall not be modified except by writing signed by all the parties hereto.
9. This Agreement shall be binding not only on the parties, but the parties' heirs, executors, personal representatives, successors, and assigns.
10. This release is effective for: (choose one)

A single incident – Date ____/____/____

A group of dates – Dates ____/____/____, ____/____/____, ____/____/____,

____/____/____, ____/____/____

Ongoing for the school year. _____

TASD Confirmation

[father]

TASD Confirmation

[mother]

[student]

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals on the day and year first above written.

TYRONE AREA SCHOOL DISTRICT

Leslie Estep, Superintendent

Effective Date ____/____/____

RELEASE AND INDEMNIFICATION AGREEMENT STUDENT PASSENGER

THIS AGREEMENT ("Agreement") is made this _____ day of _____, 20____ by and between TYRONE AREA SCHOOL DISTRICT ("TASD"). **A-N-D**

_____ [father] and _____ [mother], (collectively "Parents"), adult individuals residing at _____ [residence], the parents and natural guardians of _____ [student], a minor, and on behalf of themselves and on behalf of their minor child, _____ [student] and _____ [student] on his own behalf ("collectively, "Releasors").

WHEREAS, Releasors have requested TASD to allow _____ [student] to be a passenger in an automobile operated by _____ [driving student] in a _____ [year, model, and make] displaying a valid license plate number _____ [license plate number] (the "Vehicle") owned by _____ and _____ to _____ [location] (the "Destination");

WHEREAS, TASD will not permit _____ [student] to be a passenger in the Vehicle to and from the Destination unless and until Releasors release TASD as set forth herein;

WHEREAS, the Releasors are willing to release TASD pursuant to the terms of this Agreement;

NOW, THEREFORE, in consideration of the mutual covenants contained herein and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties intending to be legally bound, do hereby agree as follows:

1. Releasors hereby warrant and represent to TASD that _____ [student] will not be a passenger in any other automobile with any person other than Parents or _____ [driving student] to the Destination. Releasors hereby warrant and represent to TASD that _____ [student] will be transported directly from TASD school grounds to the Destination and directly from the Destination to TASD school grounds or to Releasors' residence.

2. Releasors, each on their own behalf and on behalf of _____ [student], hereby release and hold TASD, its officers, directors, employees and agents harmless from any and all claims of any nature whatsoever that Releasors had, now have or may have in the future arising out of any incident or occurrence whatsoever in any manner relating to being a passenger in the Vehicle to and from the Destination in any manner.

3. Releasors, each on their own behalf and on behalf of _____ [student], covenants and agrees, at their sole cost and expense, to indemnify, protect and save TASD harmless against and from any and all liens, damages, losses, liabilities, obligations, penalties, claims, litigation, demands, defenses, judgments, suits, and proceedings whatsoever (including, without limitation, attorneys' and experts' fees and disbursements) which may at any time be imposed upon, incurred by or asserted or awarded against TASD and arising out of any incident or occurrence whatsoever in any manner relating to being a passenger in the Vehicle to and from the Destination in any manner.

4. This Agreement constitutes the complete agreement and understanding between the parties and there is no written or oral understanding or agreement directly or indirectly connected with this Agreement that is written in this Agreement.

5. The execution of this Agreement does not constitute any acknowledgement or admission of alleged liability on the part of any party for any alleged actions or inactions of any party.

6. This Agreement shall be construed that wherever applicable, the use of the singular number shall include the plural number and the masculine gender shall be construed to include the feminine or neuter gender.

7. This Agreement shall not be modified except by writing signed by all the parties hereto.

8. This Agreement shall be binding not only on the parties, but the parties' heirs, executors, personal representatives, successors and assigns.

A single incident – Date ____/____/____

A group of dates – Dates ____/____/____, ____/____/____, ____/____/____,

____/____/____, ____/____/____

Ongoing for the school year. _____

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals on the day and year first above written.

_____	_____
TASD Confirmation	[father]

_____	_____
TASD Confirmation	[mother]

[student]

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals on the day and year first above written.

TYRONE AREA SCHOOL DISTRICT

Leslie Estep, Superintendent

Effective Date ____/____/____

177 Student Days; 187 Teacher Contract Days

July 2023						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

4 Independence Day

August 2023						
Su	Mo	We	Th	Fr	Sa	
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

S=6 T=8

21 In-Service Day; no classes
22 In-Service Day; no classes
24 PreK-12 First Day of School

September 2023						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

S= 18 T=20

1 In-Service Day; no classes
4 Labor Day; no classes
29 In Service Day; no classes (Act 80 Day)

October 2023						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

S=21 T=22

27 In-Service Day; no classes (Act 80 Day)
31 End of Marking Period 1

November 2023						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

S=16 T=18

7 In-Service Day; no classes (Act 80 Day)
10 Veterans Day Observed; no classes
22 In-Service Exchange Day; no classes
23-27 Thanksgiving Vacation

December 2023						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

S=15 T=15

4-15 Winter Wave 1 Keystone Exams
22-29 Christmas Vacation
22 If needed, weather make-up day

January 2024						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5*	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

S=21 T=21

1 New Year's Vacation
5 ½ Day Early Dismissal
5 Full teacher day
3-17 Winter Wave 2 keystone Exams
15 Martin Luther King Day; no classes
22 End of Marking Period 2

February 2024						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

S=19 T=20

16 In-Service Day; no classes
19 Mid-Winter Vacation
19 If needed, weather make-up day

March 2024						
Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

S=19 T=20

27 End of Marking Period 3
28 In-Service Day; no classes
28 If needed, weather makeup day
29 Easter Vacation

April 2023						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

S=20 T=21

1 Easter Vacation
22-26 PSSA English Language Arts Test
23 In-Service Day; no classes
29-30 PSSA Math, Science & Make-up tests

May 2024						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31*	

S=22 T=22

1-10 PSSA Math, Science & Make-up tests
13-24 Spring Keystone Exams
27 Memoria Day; no classes
31 Last Day of School
31 ½ Day Early Dismissal
31 Full Teacher Day
31 Commencement

June 2024						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Yellow = First & Last Days of School; Green = In-service Days; Orange = Vacation/Holidays; Pay Days ; *=1/2 Student Day

Marking Periods; Report Cards Distributed

Weather Make-up Days

Period	Period Ends	Report Cards Distributed By
1 (45 Days)	10-31-2023	11-8-2023
2 (45 Days)	1-22-2024	1-29-2024
3 (45 Days)	3-27-2024	4-8-2024
4 (42 Days)	5-31-2024	Elem: 5-31-2024 MS/HS: 6-7-2024

- 1st Day.....12-22-2023
 - 2nd Day 2-19-2024
 - 3rd Day.....3-28-2024
- Additional days added to end of the school year

If needed, additional weather and/or in-service make-up days will be added after May 31, 2024

In-services; Meet-the-Teacher Nights; Parent/Teacher Conferences

Date	School	Event
8-21-2023	All Schools	Opening Session; Teacher In-service Day 1
8-22-2023	All Schools	Teacher In-service Day 2
8-22-2023	Preschool	Orientation
8-22-2023	Elementary School/Grades K-4 Middle School High School	Meet-the-Teacher Night
9-1-2023	All Schools	Teacher In-Service Day 3
9-29-2023	All Schools	Teacher In-service Day 4 (Act 80)
10-27-2023	All Schools	Teacher In-service Day 5 (Act 80)
Week of 11-6-2023	All Schools	Parent Conferences Dates/times to be determined
11-7-2023	All Schools	Teacher In-service Day 6 (Act 80)
11-22-2023	All Schools	Teacher In-service Exchange Day 7
2-16-2024	All Schools	Teacher In-service Day 8
3-28-2024	All Schools	Teacher In-service Day 9
4-23-2024	All Schools	Teacher In-service Day 10

Early Dismissal

Date	Dismissal Time
January 5	One-Half Day Early Dismissal for Students (12:00 p.m.) Full Teacher Day
May 31 - Last Day of School	One-Half Day Early Dismissal for Students (10:55 a.m.) Full Teacher Day

Tyrone Area School District...Soaring Forward to Explore, Challenge, and Succeed

It is the policy of the Tyrone Area School District not to discriminate on the basis of sex, handicap, race and national origin in its educational and vocational programs, activities, or employment as required by Title IX, Section 504, and Title VI. Please direct questions about this policy to the Superintendent of Schools at 814.684.0710 Ext. 4123.

Tyrone Area High School

Bell Schedule

2023-2024

7:30am TEACHERS AT DUTY STATIONS

7:55am WARNING BELL TO FIRST PERIOD

1st Period 8:00 – 9:07am (67 min = 25 min advisory/announcements + 42 min)

2nd Period 9:10 – 9:52am (42 min)

3rd Period 9:55 – 10:37am (42 min)

A LUNCH

10:40–11:10am Lunch
11:13-11:55am 4th pd. (42 min)
11:58-12:40pm 5th pd. (42 min)

B LUNCH

10:40-11:22am 4th pd. (42 min)
11:25-11:55am Lunch
11:58-12:40pm 5th pd. (42 min)

C LUNCH

10:40-11:22am 4th pd. (42 Min)
11:25-12:07 5th pd. (42 min)
12:10-12:40pm Lunch

6th Period 12:43 – 1:25pm (42 min)

7th Period 1:28 – 2:10pm (42 min)

8th Period 2:13 – 2:55pm (42 min)

Teachers dismissed at 3:00pm

H.S. = Seven (7) 42 minutes class periods

One (1) 67-minute class period

3-minute transition between classes

EQUAL OPPORTUNITY

Tyrone Area School District is an equal opportunity education institution and will not discriminate based on race, color, national origin, sex and handicap in its activities, programs or employment practices as required by Title IV, Title IX, and Section 504.

For information regarding civil rights or grievance procedures, services, activities, and facilities accessible to and useable by handicapped persons, contact the district's Administrative Office at 701 Clay Avenue, Tyrone, PA 16686

STUDENT HANDBOOK AGREEMENT

2023-2024

Student Section

By signing this form I indicate that I have read and do understand the Student Handbook/Discipline Code which can be found on the HS website www.tyrone.k12.pa.us I agree to follow the rules contained in this handbook. I understand that if I violate these rules, I will face disciplinary action.

Name (please print) _____ Grade _____

Signature _____ Date _____

Parent or Guardian Section

By signing this form, I indicate that I have read and do understand the Student Handbook/Discipline Code in regard to my son or daughter, and I further agree that my son or daughter will abide by the regulations set forth.

Parent/Guardian Name _____ Date _____

Parent/Guardian Signature _____

Home Address _____

Phone _____

THIS SIGNATURE FORM MUST BE RETURNED TO YOUR
1ST PERIOD CLASS TEACHER **BY 09/8/2023** OR
DISCIPLINARY ACTION MAY RESULT!