Aliquippa Jr/Sr High School

Parent/Student Handbook

2026-2027

School District Mission

In the Aliquippa School District, we are committed to creating a productive, respectful, and safe learning environment that promotes a responsible school community.

Aliquippa Jr/Sr High School

100 Harding Avenue

Aliquippa, PA 15001

Phone: 724-857-7515

District Phone: 724-857-7500

FAX: 724-857-7560

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2026-2027 School Calendar

August 17, 18, 19, 2026……..……..…In-Service

August 20, 2026…….....First Day for Students

September 7, 2026…….....Labor Day-No School

September 24, 2026……Open House

October 2, 2026…….……Homecoming

October 12, 2026…….……In-Service

October 26, 2026…….…...End of 1st Nine Weeks

November 11, 2026……..…Parent-Teacher Conferences- NO SCHOOL

November 25, 2026……...….Half Day for Students

November 26 - 30, 2026……..…….…… Thanksgiving Break-No School

December 11, 2026……...…..... ACT 80/NO SCHOOL

December 22, 2026……...…… Half-Day for Students

December 23, 2026 - January 1, 2027…….....Winter Break-No School

January 13, 2027……End of 2nd Nine-Weeks/End of 1st Semester

January 15, 2027…….…….. In-Service - NO SCHOOL

January 18, 2027.…….……Martin Luther King Jr. Day - NO SCHOOL

February 12, 2027…….……...…....ACT 80/NO SCHOOL

February 15, 2027……...…....Presidents Day/NO SCHOOL

March 5, 2027……. In-Service Days

March 23, 2027…… End of Nine-Weeks

March 24, 2027…… Early Dismissal for Students

March 25 - 29, 2027…….……..……..Spring Break

April 15, 2027…….……..……..Curriculum Night

April 16, 2027…….…….…...……..Act 80/NO SCHOOL/ Senior Projects

May 7, 2027…….……Act 80-PROM/NO SCHOOL

May 27, 2027……...End of 4th Nine-Weeks/Last day of school/Graduation

May 28, 2027……..……..In-Service Days

May 31, 2027…….....Memorial Day/NO SCHOOL

Personnel

Ronnell C. Heard……..... Principal
Rodney Heard…….....Associate Principal
Karma Jackson...…….....Principals' Secretary
Frannita Walker Solomon……..…….……Discipline Secretary
Suzanne Goulder.…….....7-9 Guidance Counselor/SAP Coordinator
George Bellinger.…….....10-12 Guidance Counselor
Suprena Sheppard……..…….....Guidance Secretary
Sharon Kilmer……..…….....Nurse
Sarah McDowell…….……....Director of Special Education
Jennifer Damico……Director of Pupil Services/Athletic Director
Renee Bufalini...…….....Federal Programs Coordinator
Jennifer Damico.…….……..…..Home &School Visitor/SAP Coordinator

Special Services

Ms. Lindsay Castracane -Food Services Director
Mr. Calvin Graham-Chief Security Officer
Ms. Meena Hill-School-Based Probation
Ms. Jennifer Damico -Home/School Visitor & Truancy
Mrs. Lisa Pashall-Prevention Network

Superintendent's Office

Dr. Phillip K. Woods-Superintendent
Mrs. Delcine Pugh-Superintendent's Secretary

School Board of Directors

Tina Price-Genes-President
Nicole Bible-Vice-President
Janice Cain
Catherine Colalella
Ms. Nakita Strickland
Mr. Brian Sims
Sandra Gill
Yvonne Jackson
Kenneth Rainey

ELA Department

Mr. Mark D'Alessandris
Mrs. April Lindner
Mr. Tim McConkey
Mr. Kaden Vandevert
Mrs. Kaitlyn Emes
Ms. Tracey Heinlein - ESL
Ms. Wendy Koval

Mathematics Department

Mr. Brandon LeDonne
Mr. Thomas Horn
Mr. Jason Martsolf
Mr. Quintan Russell

Science Department
Mr. Cullen Connor Mrs. Kim Fulcher
Ms. Courtney Bingle
Mr. Dravon Askew-Henry
Ms. Tonyea Roberts
Ms. Grace Bellotti

Social Studies Department
Mr. Andrew Forrest
Ms. Yolanda Meade
Mr. Bill Spiropoulos
Mr. Brenton Perkins

Technology/Cyber
Mrs. Renee Martin
Mr. Jonathan Senko

Support Department
Miss Amanda Beatty
Ms. Megan Farrelly
Ms. Jacki Stickles
Ms. Renee Tecza
Ms. Cierra Elmer
Ms. Lindsay Hough
Mr. Vashawn Patrick

Electives
Mr. Charles Brantner
Mrs. Jill Brennan
Mr. Jared Lackovich
Mr. Jonathan Morrison
Mrs. Alexandra Staiger
Mr. Anthony Rubino
Ms. Molly Helbley

7th Thru 12th Grade Regular Schedule

Regular Schedule		
Period	**Start Time**	**End Time**
Teacher Sign In/PLC	**7:13 AM**	**7:50 AM**
Student Arrival/HRM	**7:50 AM**	**8:17 AM**
Period 1	**8:17 AM**	**8:59 AM**
Period 2	**9:02 AM**	**9:44 AM**
Period 3	**9:47 AM**	**10:29 AM**
Period 4	**10:32 AM**	**11:14 AM**
1st Lunch	**11:17 AM**	**11:47 AM**
Period 5a	**11:17 AM**	**11:59 AM**
Period 5b	**11:51 AM**	**12:33 PM**
2nd Lunch	**12:03 PM**	**12:33 PM**
Period 6a	**12:37 PM**	**1:18 PM**
Period 6b	**12:03 PM**	**12:45 PM**
3rd Lunch	**12:48 PM**	**1:18 PM**
Period 7	**1:21 PM**	**2:03 PM**
Period 8	**2:06 PM**	**2:48 PM**
Dismissal	**2:48 PM**	

EVACUATION ADDRESS

IMPORTANT

In case of a **NUCLEAR EMERGENCY** at Shippingport, your child will be transported to: **Independence Middle School**

Bethel Park School District

2807 Bethel Church Road

Bethel Park, PA 15102

2026-2027 Tentative Assessment Calendar

December 7-18 , 2026	Keystone, Winter Wave 1
January 4-15, 2027	Keystone, Winter Wave 2
April 26-30, 2027	PSSA-ELA,
May 3-7, 2027	PSSA Math, Science
May 10-14, 2027	PSSA Math, Science
May 17-28, 2027	Keystone, Spring Wave
July 26- 30, 2027	Keystone, Summer Wave

Visitor Policy

The Aliquippa Jr/Sr High School requires that ALL VISITORS sign in at the welcome desk with security. Visitors MUST present a valid photo ID or driver's license PRIOR to entering the building. Those visitors who do not have a scheduled meeting with school personnel, MUST be given approval by the administration to enter the building. Security will clear all visitors with the administration or appropriate school personnel. Parents/guardians who are there to pick up their child for an early dismissal must also present the appropriate documentation before entering.

Family member's family and friends are not permitted to eat meals with students, visit classrooms, or follow students throughout their school day. The administration reserves the right to permit these types of visits on an individual basis; however, this would only occur in rare cases when absolutely necessary. If visiting in the building, please remember parents are not permitted to visit with other children and/or interfere with another child's daily functioning. These regulations assist in the general safety of the students, as well as in helping with the overall effectiveness of the building routines.

For the protection of our students, volunteers, chaperones, and visitors are asked to refrain from taking pictures of students with their phones during school events and sharing them via social media. Cooperation in this matter would contribute to a collective responsibility in protecting our students' privacy.

Any person who, in the school building or on the school premises, whether during school hours or at school-sponsored events, conducts him/herself in a manner detrimental to others, will be requested to leave the school building or premises. If said person fails to leave, he/she will be treated as a trespasser and may be banned from the school campus including all events.

NOTE: ANY visitor may be subjected to his/her belongings (purses, bags, back packs, etc.) being SEARCHED PRIOR to entering the building.

ATTENDANCE POLICY

Purpose
The Board recognizes that attendance is an important factor in educational success and supports a comprehensive approach to identify and address attendance issues.

Authority
Attendance shall be required of all students during the days and hours that school is in session, except that authorized district staff may excuse a student for temporary absences upon receipt of

satisfactory evidence of mental, physical, or other urgent reasons that may reasonably cause the student's absence.
The Board shall establish and enforce attendance requirements, in accordance with applicable laws and regulations, Board policy and administrative regulations.

Definitions
Compulsory school age shall mean the period of a child's life from the time the child's parents/guardians elect to have the child enter school, and which shall be no later than eight (8) years of age until the child reaches seventeen (17) years of age. The term does not include a child who holds a certificate of graduation from a regularly accredited, licensed, registered or approved high school.

Habitually truant shall mean six (6) or more school days of unexcused absences during the current school year by a child subject to compulsory school attendance.
Truant shall mean having incurred three (3) or more school days of unexcused absences during the current school year by a child subject to compulsory school attendance.

Person in parental relation shall mean a:

1. Custodial biological or adoptive parent.
2. Noncustodial biological or adoptive parent.
3. Guardian of the person of a child.
4. Person with whom a child lives and who is acting in a parental role of a child.

This definition shall not include any county agency or person acting as an agent of the county agency in the jurisdiction of a dependent child as defined by law.
School-based or community-based attendance improvement program shall mean a program designed to improve school attendance by seeking to identify and address the underlying reasons for a child's absences. The term may include an educational assignment in an alternative education program, provided the program does not include a program for disruptive youth established pursuant to Article XIX-C of the Pennsylvania Public School Code.

Tardiness

Tardiness is always one of the major problems in any school district, including the Aliquippa School District. The ASD feels that habits of tardiness that are not corrected in the earlier years will continue to worsen & possibly become a major problem for the child in his/her adult life. Therefore, the following procedures have been established in an effort to correct this problem.

A student will be considered tardy to school if he/she does not report by (8:15) each morning.

Any student that arrives to school after 9:00 am MUST have a doctor's excuse or be escorted ***in*** by a parent or entry will be prohibited.

The following penalties will be in place regarding tardiness:

5th TARDY: 1 DAY DETENTION

After the 5th tardy, the cycle starts over. However, after the 3rd cycle, 1 DAY OF IN SCHOOL SUSPENSION will be given.

Failure to serve detention(s) will result in an in-school suspension. Repeated non-compliance will result in an out-of-school suspension, Truancy Elimination Plan Meeting. Habitual tardies may result in charges filed with the District Magistrate & may affect a student's ability to participate in extra curricular activities. Tardy minutes are added up to illegal days of school.

Definition of Questionable Absences

Please note that the mere fact that a parent has sent a written explanation to the school does not necessarily mean that the absence is excused. A claim of continued or repeated illness without verified medical proof of the student's condition is a "questionable absence." Cases of erratic, general explanations or patterned absences would be "questionable." An excused that simply states, "please excuse by child from being absent because he/she was sick," is too general in nature to be accepted. The excuse should specifically state "please excuse my child for being absent because he/she had the flu, etc. No excuses will be accepted that state the student had a doctor's appointment, court hearing, etc., without written proof from the appropriate facility. Students who will be going on vacation during the school year must fill out a vacation form & turn into administration for approval. Excuses will NOT be accepted after three (3) school days of returning to school. After nine (10) written excuses, the parent will be required to turn in medical documentation for the remainder of the school year. Excused absences that do not count toward nine (10) written excuses are: students who fill out a vacation form that gets approved by administration; students who attend college visits & return with an excuse on school letter head; & students who attend a funeral with proper documentation.

Unexcused, Unlawful Absences

An illegal day would be marked illegal unexcused for students with no excuse or excused not accepted. For example:

Truancy: absence without parental knowledge
Illegal Employment: working during school hours

Parental Neglect, such as: child overslept; child was visiting away from home; child missed the bus, etc.

Personal Reasons

Excused Absences

Illness: excuse should be specific in stating what illness was or is. Medical verification may be required

Quarantine: the local health department &/or school nurse must authenticate this type of excuse

Death of a loved one: excuse should be from the funeral home or through an obituary or program from the funeral to not count toward 10 days of written excuses.

Impassable road: reason that would make travel to school impossible (landslide, flood, traffic accident, etc.). Information is verified by the superintendent or designated staff personal with local

street department/water authority

Excused on emergency permit: usually handled through administrative channels

Vacation forms need to be filled out & turned in for principal approval before students would be absent for a family vacation in order for days to not count towards 10 written days of excuses

College visits should be provided on letter head from the college stating the date student was visiting in order for days to not count towards 10 written days of excuses

Religious Holidays

Procedures

After the third (3) day of illegal absence a letter will be sent to a parent/guardian apprising them of the District's attendance policy & the states definition of truancy.

After the sixth (6) day of illegal absence a certified letter will be sent to the parent/guardian informing them of the seriousness of their child's attendance problem. The states definition of "habitually truant" will be defined. A Truancy Elimination Plan meeting will be set up with the parent/guardian apprising them of the District's attendance policy & the states definition of truancy. Students will also be referred for the Truancy Intervention Program (TIPS) Classes held through the county truancy prevention program for any student who hasn't attended yet. The filing of charges against the student and/or parent/guardian with the local District Magistrate will be considered.

After the tenth (10) day of illegal absence the filing of charges against the student and/or parent guardian will be filed with the local District Magistrate & possible inability to participate in extra curricular activities.
**If truancy would continue after the above has taken place a Childline call will be placed for educational neglect with the State Child Abuse Hotline.

**Any student caught skipping school based on information received to the Home & School Visitor/Truancy Officer will have an automatic Truancy Elimination Plan. If student would skip school again charges will be filed with the local District Magistrate.

Illness or Other Urgent Reasons

Every principal, nurse or truancy officer may upon receipt of satisfactory evidence of mental, physical, or other urgent reasons may excuse a child for non-attendance during temporary periods, but the term "urgent reasons" shall be strictly construed & shall not permit irregular attendance.

10 days of maximum written excuses

Once students have turned in written excuses for 10 days of absences, only medical excuses will be accepted for the rest of the school year. Parent will be notified by the Home & School Visitor when this has been reached

Delegation of Responsibility

The Superintendent or designee shall annually notify students, parents/guardians, staff and

1. local children and youth agency
2. local Magisterial District Judges

about the district's attendance policy by publishing such policy in student handbooks, newsletters, district website and other efficient communication methods.

The Superintendent or designee, in coordination with the

1. building principal,
2. home and school visitor,

shall be responsible for the implementation and enforcement of this policy.

The Superintendent or designee shall develop administrative regulations for the attendance of students which:

1. Govern the maintenance of attendance records in accordance with law.

2. Detail the process for submission of requests and excuses for student absences. 3. Detail the process for written notices, School Attendance Improvement Conferences, School Attendance Improvement Plans, and referrals to a school-based or community-based attendance improvement program, the local children and youth agency, or the appropriate judge. 4. Ensure that students legally absent have an opportunity to make up work.

Guidelines

Compulsory School Attendance Requirements

All students of compulsory school age who reside in the district shall be subject to the compulsory school attendance requirements.

A student shall be considered 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 or therapeutic services; 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. The following students shall be excused from the requirements of attendance at district schools, upon request and with the required approval:

1. On certification by a physician or submission of other satisfactory evidence and on approval of the Department of Education, children who are unable to attend school or apply themselves to study for mental, physical or other reasons that preclude regular attendance.
2. Students enrolled in nonpublic or private schools in which the subjects and activities prescribed by law are taught.

3. Students attending college who are also enrolled part-time in district schools. 4. Students attending a home education program or private tutoring in accordance with law. 5. Students fifteen (15) or sixteen (16) years of age whose enrollment in private trade or business schools has been approved.

6. Students fifteen (15) years of age, and fourteen (14) years of age who have completed the highest elementary grade, engaged in farm work or private domestic service under duly issued permits.
7. Students sixteen (16) years of age regularly employed during the school session and holding a

lawfully issued employment certificate.

Excused/Lawful Absence

For purposes of this policy, the following conditions or situations constitute reasonable cause for absence from school:

1. Illness, including if a student is dismissed by designated district staff during school hours for health-related reasons.
2. Obtaining professional health care or therapy service rendered by a licensed practitioner of the healing arts in any state, commonwealth or territory.
3. Quarantine.
4. Family emergency.
5. Recovery from accident.
6. Required court attendance.
7. Death in family.
8. Participation in a project sponsored by a statewide or countywide 4-H, FFA or combined 4-H and FFA group, upon prior written request.
9. Observance of a religious holiday observed by bona fide religious group, upon prior written parental request.
10. Nonschool-sponsored educational tours or trips, if the following conditions are met: a. The parent/guardian submits a written request for excusal prior to the absence. b. The student's participation has been approved by the Superintendent or designee. c. The adult directing and supervising the tour or trip is acceptable to the parents/guardians and the Superintendent.
11. College or postsecondary institution visit, with prior approval.
12. Other urgent reasons. Urgent reasons shall be strictly construed and do not permit irregular attendance.

The district may limit the number and duration of

1. nonschool-sponsored educational tours or trips
2. college or postsecondary institution visits

for which excused absences may be granted to a student during the school year.

Temporary Excusals -

The following students may be temporarily excused from the requirements of attendance at district schools:

1. Students receiving tutorial instruction in a field not offered in the district's curricula from a properly qualified tutor approved by the Superintendent, when the excusal does not interfere with the student's regular program of studies.
2. Students participating in a religious instruction program, if the following conditions are met:
   a. The parent/guardian submits a written request for excusal. The request shall identify and describe the instruction, and the dates and hours of instruction.
   b. The student shall not miss more than thirty-six (36) hours per school year in order to attend classes for religious instruction.
   c. Following each absence, the parent/guardian shall submit a statement attesting that the student attended the instruction, and the dates and hours of attendance.
3. School age children unable to attend school upon recommendation of the school physician and a psychiatrist or school psychologist, or both, and with approval of the Secretary of Education.

Parental Notice of Absence -
Absences shall be treated as unlawful until the district receives a written excuse explaining the absence, to be submitted within three (3) days of the absence.
A maximum of ten (10) days of cumulative lawful absences verified by parental written notification shall be permitted during a school year. All absences beyond ten (10) cumulative days shall require an excuse from a licensed practitioner of the healing arts.

Unexcused/Unlawful Absence
For purposes of this policy, absences which do not meet the criteria indicated above shall be considered an unexcused/unlawful absence.

An out-of-school suspension may not be considered an unexcused absence.
Parental Notification -

District staff shall provide notice to the person in parental relation upon each incident of unexcused absence.

Enforcement of Compulsory Attendance Requirements
Student is Truant -
When a student has been absent for three (3) days during the current school year without a lawful excuse, district staff shall provide notice to the person in parental relation who resides in the same household as the student within ten (10) school days of the student's third unexcused absence.

The notice shall:
1. Be in the mode and language of communication preferred by the person in parental relation; 2. Include a description of the consequences if the student becomes habitually truant; and 3. When transmitted to a person who is not the biological or adoptive parent, also be provided to the child's biological or adoptive parent, if the parent's mailing address is on file with the school and the parent is not precluded from receiving the information by court order.

The notice may include the offer of a School Attendance Improvement Conference. If the student incurs additional unexcused absences after issuance of the notice and a School Attendance Improvement Conference was not previously held, district staff shall offer a School Attendance Improvement Conference.

School Attendance Improvement Conference -
District staff shall notify the person in parental relation in writing and by telephone of the date and time of the School Attendance Improvement Conference.
The purpose of the School Attendance Improvement Conference is to examine the student's absences and reasons for the absences in an effort to improve attendance with or without additional services.

The following individuals shall be invited to the School Attendance Improvement Conference:
1. The student.
2. The student'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.

Neither the student nor the person in parental relation shall be required to participate, and the School Attendance Improvement Conference shall occur even if the person in parental relation declines to participate or fails to attend the scheduled conference.

The outcome of the School Attendance Improvement Conference shall be documented in a written School Attendance Improvement Plan. The Plan shall be retained in the student's file. A copy of the Plan shall be provided to the person in parental relation, the student and appropriate district staff. The district may not take further legal action to address unexcused absences until after the date of the scheduled School Attendance Improvement Conference has passed.

Student is Habitually Truant -
When a student under fifteen (15) years of age is habitually truant, district staff:
1. Shall refer the student to:
   a. A school-based or community-based attendance improvement program; or
   b. The local children and youth agency.
2. May file a citation in the office of the appropriate judge against the person in parental relation who resides in the same household as the student.

When a student fifteen (15) years of age or older is habitually truant, district staff shall: 1. Refer the student to a school-based or community-based attendance improvement program; or 2. File a citation in the office of the appropriate judge against the student or the person in parental relation who resides in the same household as the student.

District staff may refer a student who is fifteen (15) years of age or older to the local children and youth agency, if the student continues to incur additional unexcused absences after being referred to a school-based or community-based attendance improvement program, or if the student refuses to participate in such program.
Regardless of age, when district staff refer a habitually truant student to the local children and youth agency or file a citation with the appropriate judge,

district staff shall provide verification that the school held a School Attendance Improvement Conference.

Filing a Citation -
A citation shall be filed in the office of the appropriate judge whose jurisdiction includes the school in which the student is or should be enrolled.

Additional citations for subsequent violations of the compulsory school attendance requirements may only be filed against a student or person in parental relation in accordance with the specific provisions of the law.
Special Needs and Accommodations
If a truant or habitually truant student may qualify as a student with a disability, and require special education services or accommodations, the Director of Special Education shall be notified and shall take action to address the student's needs in accordance with applicable law, regulations and Board policy.

For students with disabilities who are truant or habitually truant, the appropriate team shall be notified and shall address the student's needs in accordance with applicable law, regulations and

Board policy.

Early Release

Any student leaving school before 11:00 am will be charged with an early release ½ day unexcused, which will count against the student's attendance. However, if proper medical documentation is provided that day or the day after, the student will receive an excused absence ½ day, which will not count towards the student's attendance. **Parents should not call students out of school for non medical or non-emergency reasons. Instead, parents need to send in a note with their child stating the time of the release, with a phone number to verify the early release. If a note is not provided, the parent will be required to come into the school to sign their child out of school for the day. Students who are 18/19 years old are NOT permitted to sign themselves out of school. A parent must confirm that early dismissal. No Phone calls will be accepted. Notes must be received by 9am.**

Field Trips

Individual teachers schedule field trips as part of the academic program. Students may be denied the opportunity to attend field trips based on poor attendance, discipline or academic effort. Administration and the teacher will make the decision.

Electronic Devices

Aliquippa Junior Senior High School Electronic Device Policy

Purpose

The purpose of this policy is to support a safe, focused, and distraction-free learning environment. While we understand the importance of staying connected, the school day is reserved for academic engagement. To that end, we have implemented the use of Yondr pouches to secure all student cell phones and electronic devices during the instructional day.

Use of Electronic Devices

The use of electronic devices, including but not limited to cell phones, earbuds, headphones, handheld gaming systems, wireless speakers, and tablets, will not be permitted at any time during the school day, including during lunch periods, transitions, or instructional time. Please be mindful that students will receive one Yondr pouch. If a device does not fit into the Yondr pouch, it is not permitted into the building.

All devices must remain secured inside the student's locked Yondr pouch from the moment they enter the building until the end of the school day. Any attempt to access or use a device during school hours will be considered a violation of school policy and will result in disciplinary consequences.

Policy Enforcement & Procedures

Daily Use of Yondr Pouches

Upon entry, all students must place their cell phones and other personal electronic devices in their assigned Yondr pouch, phones must be turned off or in Airplane Mode

Pouches are to remain locked from the time students enter the building until dismissal.

Devices may not be removed or accessed unless expressly authorized by school personnel for educational purposes.

Use During Instructional Time

No student will have a device out or in use during instructional time or while transitioning between classes.

Violations and Consequences

First Violation: A warning is issued. The student will be reminded to keep the device in the locked pouch.

Second Violation: The device will be confiscated and turned in to building administration. A 1-day in-school suspension will be assigned.

Repeated Violations: May result in progressive disciplinary action, including additional in-school or out-of-school suspensions and/or a loss of privileges.

Refusal to Comply

Students are required to relinquish electronic devices upon request by staff or administration in the event of a policy violation. Students who refuse to relinquish the phone to staff will be escorted to the office by security.

Refusal to surrender a device will result in more serious disciplinary actions, including immediate suspension.

Parents/guardians will be contacted to retrieve confiscated devices in persistent violation cases.

Legal and Safety Considerations

No photos, videos, or audio recordings are permitted on school grounds without staff authorization, as such actions are considered violations of district policy and student privacy.

Students are responsible for their devices as well as the Yondr pouch.

Parent Support and Partnership

We encourage parents/guardians to support this policy by:

Speaking with your child about the importance of staying focused and being responsible with technology.

Contacting the main office in case of emergency rather than calling or texting students during school hours.

Summary

Locked Phone = Focused Mind = Greater Achievement

By embracing the use of Yondr pouches and enforcing consistent expectations, we are committed to restoring focus in the classroom and creating an environment where all students can thrive.

*** The Aliquippa School District is not responsible for any lost, stolen, or damaged electronic devices.

STUDENTS MUST RELINQUISH ELECTRONIC DEVICES UPON REQUEST FROM DISTRICT STAFF/ADMINISTRATION. STUDENTS WILL ONLY BE REQUESTED TO TURN OVER THEIR PROPERTY IN THE CASE OF A POLICY VIOLATION. FAILURE TO COMPLY WILL RESULT IN A MORE SERIOUS DISCIPLINARY PENALTY WHICH CAN EASILY BE AVOIDED.

Effective September 8, 2015, Pennsylvania signed into law Act 26, Cyber Harassment/Cyberbullying. Here are 5 things you need to know about Act 26:

1. The new law creates the offense of "cyber harassment," which would include: a. Making seriously disparaging statements about a child's physical characteristics, b. Sexuality
   c. Sexual activity
   d. Mental or physical health
   e. Threats to inflict harm
2. The harassment could be made electronically, either directly to the child or through social media.
3. For a juvenile charged with a crime, a diversionary program, which might include an educational program on cyber harassment, would be considered first. Successful completion could lead to the juvenile's record being expunged.
4. The law makes cyber harassment of a child of a third-degree misdemeanor, punishable by a maximum $2,500 fine and/or one year in prison.
5. The law could help schools, which are often expected to handle cyber bullying whether it happens on school grounds or not. "An offense under subsection (a.1) may be deemed to have been committed at that place where the child who is the subject of the communication resides."

Grading/Graduation Requirements

Achievement is reported to parents and students each of the 4, nine-week grading periods using a 5- letter grading system. Students with failing marks will be recorded with an "E." Students may receive an "incomplete" grade, which must be converted no later than 15 days into the next grading period. Final grades cannot be incomplete. Parents are encouraged to track student progress by

using the PowerSchool app.

Families will be contacted at the end of the second nine-weeks if students are failing. This is especially important for seniors. Conferences will be facilitated by the guidance department. Grades are cumulative, and therefore each grading period impacts subsequent others. Students cannot be downgraded for disciplinary reasons.

Grade Range/Weighted Courses

Traditional GPA-Grade Point Average

A = 90-100 = 3.5-4.0 GPA

B = 80-89 = 2.5-3.4 GPA

C = 70-79 = 1.5-2.4 GPA

D = 60-69 = 0.5-1.4 GPA

E = 59 & below

*Honors classes are weighted with an additional .5 in each GPA (ex. 4.0 = 4.5 in honors)

**AP and/or CCBC Academy courses are weighted with an additional 1.0 in each GPA (ex. 4.0 = 5.0 in AP and/or CCBC)

The weighted GPA applies to the following courses:

- All Literature Honors grades 7-12
- Pre-Algebra-7th grade only/Algebra I-7th and 8th grade only
- Biology I Honors/AP Biology/Biology II
- Physics with lab
- AP Chemistry
- Geometry Honors
- Pre-Calculus/Calculus/AP Calculus
- CCBC Academy Courses
- Spanish III
- Any additional AP course not listed including any Post-Secondary Collegiate Course/College in the High School Course

PLEASE NOTE: The previous weighted GPA requirements are only applicable to the students graduating in 2023 and 2024.

The following weighted GPA will go into effect for the class of 2025 and so on:

- All Literature Honor grades 9-12
- Biology I Honors/AP Biology/ Biology II
- Physics with lab
- AP Chemistry
- Pre-Calculus/Calculus/AP Calculus
- CCBC Academy Courses
- Spanish III

• Any additional AP course not listed including any Post-Secondary Collegiate Course

Distinguished/Honor Roll

• Distinguished = 4.0 GPA each nine-week grading period; no grades of C or below • Honor Roll = 3.0 GPA each nine-week grading period; no grades of D or below • Final GPA is cumulative from all courses in each of the 4 nine-week grading periods

Principal's List

• GPA of 3.5 or better for the nine-week grading period
• No grades of D and/or E in any course
• No disciplinary infractions for the nine-week grading period
• At least 90% attendance rate
• No more than one tardy

Graduation Requirements

The Board shall award a regular high school diploma to every student enrolled in this District who meets the requirements of graduation established by the Board. There shall be only one diploma awarded by this District, and no distinctions shall be made between the various programs of instruction.

• Senior/12th grade: must earn at least 25 (cumulative) credits to graduate at the close of the 4th 9 weeks. ***NO SENIOR IS PERMITTED TO PARTICIPATE IN THE GRADUATION CEREMONY WITHOUT HAVING 25 CREDITS AT THE CLOSE OF THE 4TH 9 WEEKS.***

• Junior/11th grade: must earn at least 18 credits (cumulative) to be promoted. • Sophomore/10th grade: must earn at least 11 credits (cumulative) to be promoted. • Freshman/9th grade: must earn at least 4 credits to be promoted.

• Required course credits:
  - Mathematics-3 credits
  - Science-3 credits
  - Social Studies-4 credits
  - English-4 credits
  - Physical Education-2 credits
  - Health-.5 credit
  - 9th Grade Seminar-.5 credit
  - Intro to Technology-1 credit
  - Electives-7 credits
  - A passing final grade in a BCCTC program is counted as 3 elective credits.

• A senior, who at the end of the school year, is declared ineligible to receive passing grades, may earn their high school diploma by successful attendance and passing grades in an

approved summer school program. The program must be completed within ninety (90) days. **Please be advised that all graduating students wishing to participate in the commencement ceremony are required to attend graduation practice. Students who do not attend the scheduled practice will not be permitted to participate in the ceremony**.

Honors/Enrichment Course Requirements

Students may be eligible for honors and/or enrichment courses only if they meet the minimum requirements. In circumstances in which students would be taking courses at neighboring schools or colleges, they must meet the requirements set forth by those institutions. Currently, students must meet two (2) out of the three (3) requirements: teacher recommendation, end of the year grade(s) of at least a B average, results on standardized testing such as the PSSA and Keystone. No student will be eligible if they perform at the Below Basic Level on a standardized test. This will be reviewed yearly to determine continued placement in courses. Course offerings are determined by the number of qualifying students.

BCCTC Requirements

The Beaver County Career and Technology Center (BCCTC) is an educational opportunity that is a privilege at Aliquippa Jr/Sr High School. This specialized program requires regular attendance; as excessive absences lead to a diminished learning experience. Many programs involve cooperative learning, and individual cooperation as a member of that group is vital to the learning process. The Aliquippa Jr/Sr High School makes every effort and accommodation to keep these programs available to our students, therefore, attendance is MANDATORY. A student's attendance and behavior will be a strong consideration of his/her participation in a technical program. A student may be removed from a BCCTC program due to poor attendance, poor academics, and/or disciplinary issues.

Eligibility for Extra-Curricular Activities

To promote consistency, accountability, and high standards among all students participating in extracurricular activities, all students must meet the academic, behavioral, and eligibility requirements established by the school district.

As part of the eligibility determination process, **all students who wish to participate in extracurricular activities will be required to undergo a drug screening**. Participation in any extracurricular activity is contingent upon satisfying all applicable eligibility requirements, including the drug screening requirement and any additional district policies and procedures.

Students are expected to maintain passing grades in all required courses and demonstrate appropriate behavior both in the classroom and throughout the school environment. **Failure to maintain passing grades or exhibiting unacceptable behavior in the classroom or at school may result in a student being declared ineligible to participate in extracurricular activities.**

For the purposes of this policy, extracurricular activities include, but are not limited to, all

interscholastic athletic teams, band, cheerleading, musicals and theatrical performances, Quipettes, majorettes, student clubs and organizations, class-sponsored activities, and any other school-sponsored extracurricular program.

The following procedures will be followed:

1. The District will follow all WPIAL and PIAA rules and regulations, as well as any current Board policies relating to eligibility.
2. A student who has been absent from school during a semester for a total of twenty (20) or more school days, shall not be eligible to participate until he/she has been in attendance for a total of 45 school days following his/her twentieth day of absence. The only exception is when there is a consecutive absence of five (5) or more school days due to confining injury, death in the immediate family (as defined in Section 1154 of Public School Code), court subpoena, quarantine, or to attend a religious function which the church requires its members to attend; or the absence of five (5) or more school days due to the same confining illness, such absence may be waived from the application of this rule. Attendance at summer school does not count toward the 45 days required.
3. **Homecoming, prom, and all senior events fall under the umbrella of extra-curricular activities.**
4. **All financial obligations must be cleared prior to participating in extra-curricular activities.**
5. Eligibility lists will be monitored WEEKLY by the administration, coaches and sponsors. Families will be kept informed of any potential issues.
6. At any time during the school year, students failing any core courses, will be subject to mandatory tutoring. Failure to comply may result in a student being denied participation in extra-curricular activities.
7. The District revised policies 122 and 123, which detail eligibility for extra-curricular activities. For a complete copy of the policies, please contact the athletic office or the main office. ○ Policies 122 and 123 require that ALL participants maintain a minimum of 70% C in all 1-credit core (required) courses.
    - Grades will be checked every Friday to determine eligibility. If students do not meet requirements, they will lose their eligibility for that upcoming week of activity. This starts on the immediately following Sunday through the next Saturday.
    - Students who do not meet eligibility requirements may PRACTICE but they cannot PARTICIPATE in the activity/game.
    - If a student is given in-school or out-of-school suspension for any reason, he/she MAY NOT attend practice or participate in an activity/game on the day(s) of the assigned suspension.

ALIQUIPPA SCHOOL DISTRICT

EXTRACURRICULAR PARTICIPATION ELIGIBILITY AND DRUG SCREENING

Purpose

The Board of School Directors recognizes that participation in extracurricular activities is an extension of the District's educational program and provides students with opportunities to develop leadership, responsibility, teamwork, discipline, citizenship, and personal growth.

Participation in extracurricular activities is a privilege and not a right. Students who voluntarily participate in extracurricular activities are expected to maintain high standards of academic achievement, behavior, attendance, and personal conduct.

The purpose of this policy is to promote a safe, healthy, and drug-free school environment by establishing uniform eligibility requirements for participation in extracurricular activities, including academic, behavioral, and drug screening requirements.

Authority

The Board adopts this policy pursuant to its authority under the Pennsylvania Public School Code of 1949, as amended, to establish reasonable rules governing student conduct and participation in school-sponsored activities.

The Board authorizes the administration to implement procedures necessary to administer this policy in a fair, consistent, and legally compliant manner.

Nothing in this policy shall diminish a student's constitutional rights or due process protections provided by federal or state law.

Definitions

Extracurricular Activities – School-sponsored activities conducted outside the regular instructional program, including but not limited to:

- Interscholastic athletics
- Band and marching band
- Cheerleading
- Majorettes
- Quipettes
- Student clubs and organizations
- Class-sponsored extracurricular activities
- Any other Board-approved extracurricular program.

Drug Screening – The scientific testing of a student's biological specimen by an independent laboratory for the purpose of detecting the presence of prohibited controlled substances or other substances identified by District administrative regulations.

Positive Test Result – A confirmed laboratory finding indicating the presence of prohibited substances after confirmatory testing has been completed.

Reasonable Suspicion – A belief based upon specific, objective, and articulable facts that would lead a trained school administrator to reasonably conclude that a student may have violated the District's drug policy.

Guidelines

General Eligibility

Students participating in extracurricular activities shall:

- Maintain passing grades in accordance with District academic eligibility requirements.
- Demonstrate appropriate conduct in school and at school-sponsored activities.
- Comply with the Student Code of Conduct.
- Meet attendance requirements established by the District.
- Comply with all requirements of this policy.

Failure to maintain satisfactory academic performance or appropriate behavior may result in suspension or loss of extracurricular eligibility.

Drug Screening Requirement

All students seeking to participate in extracurricular activities shall be subject to drug screening as part of determining eligibility.

Participation in extracurricular activities is contingent upon:

- Completion of all required consent forms;
- Compliance with District drug screening procedures;
- Satisfaction of all academic and behavioral eligibility requirements.

Failure to comply shall result in ineligibility to participate.

Drug Testing Circumstances

Drug screening may occur:

- Prior to participation each school year;
- On a random basis during the school year;
- Upon reasonable suspicion;
- Prior to reinstatement following a previous positive test or policy violation.

Random selections shall utilize a scientifically valid selection process that provides each eligible participant an equal probability of selection.

Administration of Testing

Drug testing shall:

- Be performed by an independent certified laboratory;
- Follow accepted chain-of-custody procedures;
- Utilize scientifically accepted testing protocols;
- Include confirmation testing before any positive result is reported;
- Be conducted in a manner that protects student privacy and dignity.

The District may utilize a Medical Review Officer (MRO) to review laboratory findings before final results are reported.

Confidentiality

Drug testing records shall be maintained separately from educational records and treated as confidential student records.

Information shall only be disclosed:

- To the student;
- Parent(s)/guardian(s);
- Superintendent or designee;
- Building principal;
- Athletic director or activity sponsor when necessary;
- Individuals otherwise authorized by law.

Drug testing information shall not become part of the student's permanent academic record.

Positive Test Results

The District recognizes that education, intervention, and assistance are preferred over punishment.

First Confirmed Positive Test

The student shall:

- Become temporarily ineligible for extracurricular participation;
- Meet with school administration and parent(s)/guardian(s);
- Participate in an approved intervention program when required;
- Submit a verified negative drug test prior to reinstatement.

Second Confirmed Positive Test

The student shall:

- Be suspended from extracurricular participation for a period established by administrative regulations;
- Successfully complete intervention requirements;
- Produce a verified negative drug screen before reinstatement.

Third Confirmed Positive Test

The student may lose extracurricular eligibility for the remainder of the school year or as otherwise determined by Board policy.

Refusal to Test

A student who refuses testing, fails to report for testing, tampers with a specimen, or otherwise interferes with the testing process shall be considered ineligible for extracurricular participation.

Due Process

Prior to imposing a loss of eligibility resulting from a positive test or refusal to test, the student and parent/guardian shall receive:

- Written notice;
- An opportunity to meet with the principal or designee;
- An opportunity to present evidence regarding prescription medications or other relevant information.

Appeals

A parent/guardian or eligible student may appeal a determination of ineligibility by submitting a written appeal to the Superintendent within five (5) school days of notification.

The Superintendent shall review the appeal and issue a written decision.

Appeals beyond the Superintendent shall be conducted in accordance with Board policy and applicable law.

Restoration of Eligibility

Eligibility may be restored upon:

- Completion of all disciplinary consequences;
- Completion of required intervention services;
- Submission of a verified negative drug screen, when required;
- Compliance with all District eligibility requirements.

Legal References

This policy shall be administered consistent with applicable federal and state law, including but not limited to:

- Pennsylvania Public School Code of 1949
- Family Educational Rights and Privacy Act (FERPA)
- Individuals with Disabilities Education Act (IDEA)
- Section 504 of the Rehabilitation Act
- Americans with Disabilities Act (ADA), where applicable

- Pennsylvania Department of Education regulations and guidance
- Applicable federal and Pennsylvania court decisions governing student drug testing
- Other applicable Board policies regarding student conduct, extracurricular participation, and student discipline.

ALIQUIPPA SCHOOL DISTRICT'S DRESS AND GROOMING GUIDELINES This policy along with all other policies are available on the district's website at http://www.quipsd.org/ASDPolicies.aspx.

ALIQUIPPA SCHOOL DISTRICT'S DRESS AND GROOMING GUIDELINES

Purpose

The Board recognizes that each student's mode of dress and grooming is a manifestation of personal style and individual preference.

The Board takes pride in the appearance of students. Student dress reflects the quality of the school, of their conduct, and of their school work. Students are expected to dress and groom themselves neatly in clothes that are suitable for school activities. Clothes should be worn in a manner which will not detract from the learning environment.

Authority

The Board has the authority to impose limitations on students' dress in school. The Board will not interfere with the right of students and their parents/guardians to make decisions regarding their appearance, except when their choices disrupt the educational program of the schools or constitute a health or safety **hazard**.

Students may be required to wear certain types of clothing while participating in physical education classes, technical education, extracurricular activities, or other situations where special attire may be required to ensure the health or safety of the student.

Delegation of Responsibility

The building principal or designee shall be responsible to monitor student dress and grooming, and to enforce **Board policy and** school rules governing student dress and grooming.

The Superintendent or designee **shall** ensure that all **school** rules implementing this policy impose only the minimum necessary restrictions on the exercise of the student's taste and individuality. Staff members shall be instructed to demonstrate, by example, positive attitudes toward neatness, cleanliness, propriety, modesty, and good sense in attire and appearance.

Guidelines

Personal appearance of students should not disrupt the educational process, call undue attention to the individual, violate federal, state or local health and obscenity laws, or affect the welfare and safety of the student or his/her classmates.

The following rules will apply to all students to assure an atmosphere of appropriate school dress: 1. The faculty and administration shall have the right to question a student's dress and take necessary action.

2. Students are expected to wear clean and neat clothes. **All necessary body parts must be covered. No frayed blue jeans or shirts exposing an excessive amount of bare skin, hats, scarves, coats, gloves (including rubber), shower caps, hoodies, bonnets or nonprescription sunglasses may be worn in the building.**

3. Clothing with obscene or vulgar language, emblems, badges or insignias that identify groups or gangs may not be worn.

4. Tank tops, tank undershirts, spaghetti strap tops, tube tops, halter-tops, and crop tops. Tops exposing the chest, shoulder or midriff are not permitted.

5. Proper undergarments must be worn at all times.

6. T-shirts, mesh or see-through shirts are not permitted without a proper undergarment. Knit and/or spandex tights footless tights may only be worn under shorts, slacks, pants, skirts or other garments.

7. Hair combs, picks, brushes, sponges, bonnets, hairnets, and hair curlers are not permitted.

8. No clothing or jewelry advertising drugs, alcohol, tobacco or with profanity will be permitted.

9. During hot weather, shorts and culottes will be permitted; however, short type physical education shorts should not be worn. No bicycle or jogging shorts may be worn.

10. Any pants that expose undergarments are unacceptable. Belts are to be worn to prevent pants from sagging.

11. Shorts, dresses, and skirts must be no higher than three (3) inches above the knee.

12. **Bedroom slippers, slides, shower shoes, thongs or flip flops are not permitted.**

Bedroom slippers, shower shoes, thongs sandals are not permitted

13. No Ski mask's or Hoods are permitted to be worn for any reason.

14. Athletic slides will be permitted.

Violations of this policy shall be handled immediately through the cooperative efforts of the student, his/her parents/guardians, faculty and the administration.

Continued infractions will result in further disciplinary consequences.

PEER MEDIATION PROGRAM

To deal with conflict a trained peer mediator facilitates a process of communication and problem-solving that leads to resolution. Peer mediation is explained to students as a chance to sit face to face and talk uninterrupted, so each side of the dispute is heard. After the problem is defined, solutions are created and then evaluated. When an agreement is reached, it is written & signed by both parties.

Unresolved conflicts often result in hurt feelings, loss of friends, increased anger/frustration & sometimes physical altercations. Considering the competitive nature of our society, it is not surprising that conflicts become contests where there must be a winner or loser. This win/lose attitude is a separate & disconnected view of society.

Peer medication redefines conflicts in such a way that no one has to lose. It is a commitment to cooperate & create new possibilities beneficial to all involved. Peer mediation offers a forum through which students can participate in providing a safe, positive & conflict free school community.

Who can ask for a mediation?
*Students
*Teachers/staff
*Parents
*Peer mediator

Driving Regulations

Before driving to school, the vehicle must be registered in the school office and have an Aliquippa

student driver permit.

1. All students who need to drive to school must secure a permission slip from the principal's office. The permission slip must be signed by the parent/guardian and returned to the office with verification of driver's license, insurance, owner's card, a $10.00 permit fee, and a drug screen.
2. All vehicles should be locked when parked on school property.
3. Students must park in designated areas. Privileges may be revoked for violations.
4. Students are prohibited from entering the parking area to enter their vehicles during school hours including lunch periods. Those who violate will have a discipline referral for leaving the building without permission.
5. Student drivers involved in an accident to or from school, or in the parking lot area, must make an accident report with school authorities, as well as contact the Aliquippa Police Department within 24 hours.
6. Reckless driving will result in the loss of parking privileges and notification will be made to the police.
7. Student drivers that are continually referred to the office for disciplinary reasons will have their privileges revoked. An in-school or out-of-school suspension may also be issued.
8. Vandalism to vehicles parked on school property should be reported to the Aliquippa Police and the insurance company of the driver within 24 hours.
9. Permits must match the make and model as well as license plate of the vehicle.
10. Students are not permitted to drive to BCCTC (Vo-tech) without permission. Should situations develop where it is necessary for a student to drive, permission slips must be obtained from BCCTC and submitted to the principal for approval.
11. Failure to comply may result in disciplinary action.

Use and Possession of Electric Scooters, Electric Bicycles, and Motorized Personal Mobility Devices

Purpose

The Board recognizes its responsibility to provide a safe, secure, and orderly educational environment for students, employees, parents/guardians, and visitors.

The increasing use of electric scooters, electric bicycles, and other motorized personal mobility devices on school property presents significant safety risks due to pedestrian traffic, limited visibility, vehicle congestion, and the potential hazards associated with lithium-ion batteries.

The purpose of this policy is to prohibit the use and possession of specified motorized personal mobility devices on District property in order to promote student and staff safety, protect District property, and maintain an orderly educational environment.

Authority

The Board adopts this policy pursuant to its authority under the Pennsylvania Public School Code of

1949 to establish reasonable rules governing student conduct and the use of District property.

The Board authorizes the Superintendent or designee to develop administrative regulations necessary to implement this policy.

Nothing in this policy shall prohibit the use of mobility devices required as a reasonable accommodation under the Americans with Disabilities Act (ADA), Section 504 of the Rehabilitation Act, the Individuals with Disabilities Education Act (IDEA), or other applicable law.

Definitions

Electric Bicycle (E-Bike) – A bicycle equipped with an electric motor designed to assist propulsion.

Electric Scooter (E-Scooter) – A two- or three-wheeled motorized device powered by an electric motor designed primarily for standing or seated transportation.

Motorized Personal Mobility Device – Any privately owned electrically or gas-powered transportation device, including but not limited to:

- Electric scooters
- Electric bicycles
- Hoverboards
- Electric skateboards
- Electric unicycles
- Electric balance boards
- Segways (except approved accessibility devices)
- Mini-bikes
- Pocket bikes
- Mopeds
- Any similar powered mobility device as determined by the Superintendent.

School Property – All buildings, grounds, parking lots, athletic facilities, buses, and vehicles owned, leased, or controlled by the District.

Guidelines

Prohibited Devices

Students shall not possess, operate, ride, charge, store, or park any electric scooter, electric bicycle, hoverboard, electric skateboard, or other motorized personal mobility device on District property.

This prohibition includes:

- School buildings
- Parking lots
- Sidewalks
- Athletic facilities
- Stadiums
- Bus loading zones
- School buses
- Any District-owned vehicle

- Any school-sponsored event held on or off District property.

Riding on Campus

Students shall not operate prohibited motorized personal mobility devices anywhere on school property.

Operation includes:

- Riding
- Coasting
- Propelling
- Transporting
- Demonstrating
- Allowing another individual to operate the device.

Storage and Charging

Students may not:

- Bring prohibited devices into any District building.
- Store prohibited devices inside school buildings.
- Charge batteries or charging equipment on District property.
- Connect charging equipment to District electrical outlets.

Because lithium-ion batteries present a recognized fire risk, charging of prohibited devices is strictly prohibited on school property.

Transportation to School

Students arriving at school using a prohibited device shall not bring the device onto District property.

Students shall secure alternative transportation before arriving on campus.

Exceptions

This policy does not apply to:

- Mobility devices required as an accommodation under federal or state disability law.
- District-owned maintenance or security vehicles.
- Emergency response vehicles.
- Devices specifically authorized in writing by the Superintendent.

Violations

Students violating this policy may be subject to one or more of the following:

- Verbal warning.
- Parent/guardian notification.

- Temporary confiscation of the device until released to a parent/guardian.
- Loss of parking privileges.
- Detention.
- In-school suspension.
- Out-of-school suspension when appropriate.
- Restitution for damage to District property.
- Referral to law enforcement when violations involve other criminal offenses or safety hazards.

Repeated violations may result in progressive disciplinary consequences consistent with the Student Code of Conduct.

Liability

The District assumes no responsibility for loss, theft, or damage to prohibited devices brought onto school property in violation of this policy.

Work Permits

To obtain a work permit, students must use the following guidelines:

1. Parents/guardians must come to the school and complete the appropriate form.
2. A valid birth certificate must be submitted with the form.
3. The work permit will be issued by the building secretary. The family will receive 4 copies and the original.
4. Work permits will only be created on Wednesday mornings.
5. **Students who are failing 1 or more classes will not be issued a work permit.**

Guidance Services

School guidance counselors are an integral part of the school environment. Guidance services are provided to all students in grades 7-12. The guidance counselors and classroom teachers work cooperatively to ensure that social and emotional concerns do not impede academic progress. Guidance counselors may work with students individually, in small groups, or in classrooms with targeted lessons. Counselors provide career information for specific grade levels and assist with college preparedness and placement. They also work with students and teachers on scheduling.

Consulting with parents is also an integral part of their services. Some of the guidance activities include arranging parent/teacher conferences, providing support and information, and developing improvement plans. Guidance counselors are part of the students' assistance team referred to as SAP.

Parents are encouraged to contact the guidance counselor with concerns. Information that is shared is treated in a confidential manner.

Prevention Network

The Prevention Network is a community-based organization that partners with schools across Beaver County to support students through prevention, education, and intervention services. Their work

focuses on helping students make healthy choices, overcome barriers to learning, and build positive life skills.

At Aliquippa Junior–Senior High School, the Prevention Network serves students in grades 7–12 by providing school-based supports such as the Student Assistance Program (SAP), substance abuse and mental health education, and early intervention services for at-risk behaviors. They also offer programs like suicide prevention training (Signs of Suicide), truancy support, and counseling referrals to ensure students receive the help they need both in and out of school.

Through these services, the Prevention Network plays a critical role in promoting student wellness, improving attendance and behavior, and creating a safe, supportive environment where all students can succeed academically and socially.

WPPC-Positive Steps Wellness Center

Positive Steps Wellness Center is an outpatient counseling service that is housed at Aliquippa Jr/Sr High School and Elementary School in order to offer support for students attending Aliquippa and their families.

We offer a variety of services which include:

- Individual outpatient counseling services for the students and their families. • Various group therapy services.

This service is available to students K-12 and is paid for through their insurance. We can accept both private insurance and medical assistance, so any child can be served. Referrals can be made by either a member of the school staff, the parent/guardian and/or the student, but please be assured that no services will be conducted **without the written consent from the student's parent/guardian or the student if they are 14 or older**. Please note that all information regarding your child's treatment will be kept in a private record that is kept locked and is accessible only to Positive Steps Staff who are treating your child or supervising your child's treatment. Not even the school staff will have access to these records.

School Nurse/Clinic Information

Ms. Sharon Kilmer provides school health care for all students in grades 7-12. The school nurse is required by law to provide the following services:

- Physical screening for students in grade 11, new students, and any other student who does not have a physical exam documented.
- Height and weight for all students every year.
- Vision checks for all students every year.
- Scoliosis screening for grade 7.
- Hearing screenings for grades 7 and 11, new students, and all children in special education. • Dental exams for grade 7.

Parents will be notified when the physicals and dentals will be administered and will have the opportunity to have their children NOT participate in the above services.

Immunization Laws

- Students in grade 7 MUST have a meningitis vaccine and a tetanus booster that includes the whooping cough vaccine.
- Students in all grades must have two (2) chicken pox vaccines or history of the disease.
- All students are required to have 4 polio vaccinations unless they were on a catch-up schedule.
- 12^{th} grade students are now required to have a 2^{nd} meningitis vaccine.
- **Any student not having these vaccines will not be permitted to attend school.**

Procedure to Visit the Clinic

In order to be seen at the clinic, students must have a signed clinic pass from his/her classroom teacher or office personnel. Unless it is an emergency, students without a pass will be sent back to class. Students cannot stop in the nurse's office in between classes. They will be sent to their next class for a pass from that teacher.

Medication Administration

All prescribed medication that must be administered in school will fall under the Aliquippa School District Medication Administration Policy. Students who must carry emergency drugs, such as an inhaler for asthma, diabetes medication, or emergency medication for an allergy, MUST inform the school nurse and have it registered with the clinic. Any other medication, the student may need to take to school on a short-term basis, such as an antibiotic, pain medication, or cold/allergy medications, are also to inform the school nurse. Students may not carry any medicines, prescribed or over the counter without permission from the school nurse and the administration. **There are specific forms that MUST be signed by the parent, doctor, and/or student in order for these medications to be administered and/or carried in school.** Please contact the clinic for more information.

Communicable Diseases

The law permits the EXCLUSION from school of any student who is suspected by the school nurse of having any of the communicable diseases listed below. Readmission to school would be contingent upon the school nurse or physician verifying that the criteria for readmission has been satisfied.

The following communicable diseases require that students be excluded for the time specified below:

- **Chicken Pox**-5 to 7 days or until the last lesion is scabbed over.
- **COVID**-14 days of quarantine.
- **Head Lice**-immediately after the first treatment and checked by the school nurse; student will be re-examined 7 days post treatment.
- **Conjunctivitis (pink eye)**-student can return 24 hours after treatment is started. • **Strep Throat, including Scarlet Fever**-student can return 24 hours after treatment is started. • **Measles**-4 days from the onset of rash.
- **Fever**-student must be fever free for 24 hours before returning to school.
- **Mumps**-9 days from the onset or until subsidence of swelling.
- **Pertussis (whooping cough)**-3 weeks from the onset or 5 days from institution of appropriate antimicrobial therapy.

- **Ringworm**-immediately after the first treatment if body lesions are covered. Neither scalp nor body lesions that are dried need to be covered.
- **Scabies**-after completion of appropriate treatment.
- **Also** any other disease/condition in which the nurse deems contagious or one which would prohibit the child from being productive during the school day due to frequent trips to the bathroom, exhaustion, etc.

Medical Emergencies

The Jr/Sr High School has a medical emergency plan in place:

- The first person on the scene will assess the victim, stay with the victim, and send for help. The AED (automatic external defibrillator) will be retrieved if necessary.
- Office staff will contact 911 and announce a CODE RED for that area of the building. • Persons in the building trained in CPR/AED will respond to the area.
- Other staff will assist with securing the area, crowd control, and direct emergency personnel to the scene.

In addition, school personnel will contact the family. If there is no answer, then:

- The school will call additional contacts listed for the child until family is reached. • If an ambulance is needed, and a family member is NOT available, a school administrator will follow the ambulance to the hospital and wait with the child until family arrives. • The school will continue to call family until someone is reached.
- It is very important for families to update contact information when it changes.

School Safety

The Aliquippa Jr/Sr High School wants to ensure its families that it is providing a safe, orderly, and secure educational environment for ALL students, staff and visitors. Therefore, in cooperation with the Aliquippa Police Department, random dog searches will be conducted. Also, ALL visitors are subject to having their belongings searched PRIOR to entering the building. Metal detectors are used at the student entrances on a daily basis. The following procedures are in place:

Metal Detector Procedures

- Students in grades 9-12 must enter the building at the front entrance and enter the main lobby. Students in grades 7-8 must enter the building at the cafeteria entrance.
- Even when students are tardy, or have returned from BCCTC, an appointment, or another function, they are subject to entering through the metal detectors or a wand search after certain hours.
- Metal detectors and wands will be supervised by the school-based security. • If persons enter and there is a positive hit by the metal detector, the person must exit and empty items that are metal and have them examined. They must then re-enter. • If there is a second positive hit, the person is subject to a wand metal detector search. • Security has the right to conduct a complete search with suspicion of a possible safety hazard.

Locker Search Procedures

The Board acknowledges the need for safe in-school storage of books, clothing, school materials, and other personal property and may provide lockers for such storage. Lockers are the PROPETY OF THE SCHOOL DISTRICT. Students MUST keep their assigned locker and are encouraged to purchase a lock for their assigned locker. Students are not permitted to share lockers with other students. He/she will be responsible for all items within that locker. No student may use a locker as a depository for a substance or object which is prohibited or which constitutes a threat to the health, safety or well-being to the occupants of the school building or the building itself.
The Board reserves the right to authorize employees to inspect a student's locker when there is reason to believe that the locker is being improperly used for the storage of contraband, a substance or object that is illegal, or any material which poses a hazard to the safety and order of the school.

1. All requests for the search of a student's locker will be directed to the building principals. 2. The principal(s) or representatives will be present whenever a student locker is searched. 3. The principal will be responsible for the safekeeping and proper disposal of any substance, object or material found to be improperly stored in a student's locker.
4. The principal will be responsible for all documentation related to any search. 5. The principal may seize any evidence indicating that a student is violating, or has violated, the law or a school rule, as a result of a search of a student's property, clothed body, or areas designated for a student's use if the search is proper and reasonable.
6. If the student refuses to comply with the request for a locker search, particularly where the health, safety, and welfare of other students are at risk, that individual could receive an out-of school suspension.
7. Students must empty his/her belongings, such as purses and back packs, upon request of the administration where there is reasonable suspicion that a law or school rule has been broken. Failure to comply will result in disciplinary action.

Student Responsibilities and Discipline Guidelines

The ultimate purpose of education is to help each student become an effective and productive citizen. In order for the students of the Aliquippa Jr/Sr High School to have equal opportunities to mature in the intellectual, creative, emotional, social, and physical areas of their lives, a positive learning environment must exist. The development of self-discipline and the acceptance of individual responsibility shall be stressed throughout the students' time in the jr/sr high school.

Every individual is entitled to courtesy and consideration in relationships with fellow students and staff. Students must earn this courtesy and consideration by extending the same respect to every person they interact with throughout the school day. Actions which injure others, damage property, or which impede the learning process are not characteristics of a mature, responsible citizen, and will not be tolerated.

In accordance with the discipline guidelines, parents are asked to impress upon their children the importance of education, encourage them to respect the rights and property of others, and support

them to be regular and prompt in their attendance. Parents should work with the school to encourage their children to complete their homework/assignments and study for tests. Appropriate, respectful behavior is necessary at home, at school, and in the community.

The Aliquippa Jr/Sr High School discipline guidelines will apply to all students attending school, on school property, while riding buses, or while attending any school related function. The building principal(s) will make the final determination in all disciplinary matters. However, when appropriate, discipline matters may be brought to the attention of the Superintendent, or Board of Directors, and in severe cases, charges may be filed and/or expulsion from school.
NOTE: The administration reserves the right to handle each incident on an individual basis. In some cases, charges may be filed with the District Magistrate or the Aliquippa Police Department.

Detention

All school personnel members, including daily substitute teachers, may assign detention to students for infractions listed in the next discipline section. Detention may be assigned in single or multiple days. School personnel must call the parent/guardian to inform them of assigned detention(s). However, if school personnel cannot reach parent/guardian via phone contact then a copy of the detention will be sent home with the student. Parent/guardian should contact the school upon receipt of the detention form. **Students who are assigned detention from multiple teachers in one school day are subject to virtual instruction or out-of-school suspension.**

The following procedures will be used once parental contact has been made:

- Students must report to detention by 2:40. Detention will be held from 2:40-3:40. Students are not permitted to enter the detention room late. They will be sent home and that day will be reassigned.
- Parents must make transportation arrangements. Hardship cases should be brought to the attention of the principal(s).
- Students must take detention within 3 days of the assigned date. If students fail to serve assigned detentions within that time, and arrangements have not been made with the principal(s), a one (1) day in-school suspension will be issued.
- Students with multiple detentions must complete their days consecutively from the initial start date. Students who skip nights in between risk the consequence of an in-school or out-of school suspension.
- Students must bring homework to detention. Any student arriving without homework will be assigned work by the detention officer. Failure to comply with work regulations may result in additional detention or further consequences.
- Any student who disrupts detention will be asked to leave the building and that day will be reassigned.
- **Please be advised that accumulating five instances of in-school suspension during any semester will automatically result in the escalation of disciplinary actions to out-of-school suspension for any subsequent offenses within that same term.**

In-School Suspension (ISS) Protocol

Purpose

In-School Suspension provides a structured, supervised alternative to out-of-school suspension. Students remain on campus, continue academic work, and receive support to reflect on behavior and develop strategies to avoid future infractions—without losing instructional time.

Eligibility Criteria

ISS is appropriate for Level II and select Level III infractions, including:

- Repeated classroom disruptions
- Insubordination or defiance
- Skipping class or leaving campus without permission
- Academic dishonesty
- Bullying or harassment (first offense, non-severe)
- Inappropriate use of technology
- Minor physical altercations (no injury, no weapons)

ISS is not appropriate for:

- Weapons possession
- Drug/alcohol distribution
- Assault causing injury
- Sexual misconduct
- Any offense requiring mandatory expulsion review

Assignment Process

1. **Referral —** Teacher or administrator completes a disciplinary referral documenting the incident.
2. **Administrative Review —** An assistant principal reviews the referral, interviews the student, and determines consequences within one school day.
3. **Parent/Guardian Notification —** Phone call and written notice sent home detailing the infraction, ISS duration, and expectations.
4. **Student Conference —** Administrator meets with the student to explain expectations, academic requirements, and reflection activities.

ISS Room Structure

Element	Standard
Location	TBD
Supervisor	Certified staff member or trained paraprofessional
Capacity	Maximum 12 students
Hours	Full school day (7:45 AM – 2:38 PM)
Ratio	1 supervisor per 8 students

Daily Schedule

Time	Activity
7:45–8:00	Check-in, electronics collected, seat assignment
8:00–10:00	Academic work block
10:00–10:15	Supervised restroom break
10:15–11:45	Academic work block
11:45–12:15	Lunch (in ISS room, no cafeteria access)
12:15–1:30	Reflection activity / restorative assignment
1:30–2:15	Academic work block
2:15–2:30	Debrief, goal-setting, dismissal

Academic Expectations

- Teachers must provide all assignments, notes, and materials to the ISS room by 8:00 AM on each day of a student's suspension.
- Students are expected to complete all work; completed assignments receive full credit.
- The ISS supervisor monitors progress and communicates with teachers about missing or incomplete work.

Behavioral Expectations

Students in ISS must:

- Arrive on time and remain for the full day
- Work silently and independently
- Keep heads up and stay awake
- Follow all directions from the supervisor immediately

- Refrain from communicating with other ISS students

Prohibited items: Cell phones, earbuds, food/drinks (except at lunch), non-academic materials.

Reflection and Restoration

Each ISS assignment includes:

1. Written reflection — Student completes a guided worksheet addressing:
    - What happened and why
    - Who was affected and how
    - What they will do differently
2. Restorative action (when applicable) — May include a written apology, a brief mediation session, or a plan to repair harm.
3. Re-entry conference — Before returning to regular classes, the student meets briefly with the referring administrator or counselor to review the plan and confirm readiness.

Consequences for ISS Violations

Violation	Consequence
Minor (talking, off-task)	Verbal warning; documented after second occurrence
Refusal to work or comply	Parent contact; additional ISS day
Leaving ISS without permission	Converted to out-of-school suspension
Disruptive or threatening behavior	Immediate removal; converted to OSS

Discipline Infractions and Penalties

Level I: Level I offenses impede classroom procedures, infringe upon the rights of others to learn, and interfere with the orderly operation of the school. Classroom teachers, substitute teachers, principals and other school personnel may assign Level I consequences. If the student's misbehavior is chronic and/or does not cease with initial corrective actions, the teacher may then send the student to the principal(s). If the behavior persists, consequences from Level II can be assigned and enforced.

A. Student misconduct includes but is not limited to the following:

1. Classroom disturbance
2. Cheating and/or lying
3. Failure to complete assignments
4. Unprepared for class
5. Failure to identify oneself correctly
6. Failure to follow reasonable directions
7. Loud, boisterous noise
8. Minor defacing that can be removed easily
9. Possession of non-instructional items
10. Running

11. Sleeping
12. Violation of classroom rules
13. Eating/drinking in unauthorized areas
14. Minor disrespectful speech or actions

B. Disciplinary Options:

1. Warning
2. Confiscation of non-instructional items
3. Personal conference
4. Communication with parent/guardian
5. Loss of privileges
6. Classroom isolation/change in seating
7. Detention

Level II: Level II infractions, which often result from the continuation of Level I misbehavior(s) require the intervention of personnel on the administrative level because the use of Level I disciplinary options has failed to correct the situation. Misbehaviors that tend to disrupt the orderly climate and conduct of the school are also included in this level. They are serious enough to require corrective action on the part of the administrative personnel.

A. Student misconduct includes but is not limited to the following:

1. **Continued, unmodified Level I behaviors.**
2. Overt/Continued disrespectful speech or actions.
3. Throwing objects
4. Failure to follow established procedures in the library, cafeteria, hallways, field trips, assemblies, etc.
5. Horseplay
6. In off-limit areas in and around school without a hall pass
7. Skipping class/leaving class without permission
8. Inappropriate/obscene language
9. Possession of a lighter
10. Tardy to class-3xs = 1 detention Tardy violations-see Attendance Policy

B. Disciplinary Actions:

1. **All Level I options may be considered**
2. Parent conference
3. Referral to Student Assistance Team
4. Referral to outside agency
5. Hall pass restriction
6. See Tardiness under the Attendance Policy
7. Virtual instruction not to exceed three (3) days
8. Out-of-school suspension

Level III: Level III infractions are sometimes the result of the continuation of Level I and/or Level II misbehaviors. Acts against persons and/or property are also included. Since some of these infractions have consequences that might endanger the health or safety of others in school, they are

considered serious and most frequently result in the immediate attention of the building principal(s). Corrective measures that the school undertakes, depend on the extent of school's resources for remediating the situation. Some circumstances may result in the intervention of the Aliquippa Police Department.

All Level III consequences are in the form of in-school and/or out-of-school suspension (OSS). Most violations under Level III are one (1) to three (3) days but can extend to five (5) days in extreme cases or per specific policy guidelines.

A. Student misconduct includes but is not limited to the following:

1. **Continued, unmodified Level I and/or Level II behaviors.**
2. Use of electronic devices, including cell phones
3. Use of a cell phone to video/take photos, and/or share video/photos with the intent to threaten or harass another student or staff member.
4. Refusal to surrender electronic devices, including cell phones upon staff request.
5. Skipping school/leaving school without permission
6. Bullying/cyber bullying
7. Instigating an altercation/fight between other students
8. Attempting to engage another student in an altercation/fight.
9. Bus disturbance
10. Repeatedly skipping class
11. Failure to serve detention.
12. Falsification of school records
13. Insubordinate behavior
14. Loitering on school property
15. Inappropriate behavior at school sponsored events
16. Possession of obscene materials
17. Failure to report to the office as directed by staff.
18. Vandalism
19. Smoking (including e-cigarettes and vaping) as per Drug and Alcohol Policy (includes $50.00 fine)
20. Possession and/or use of tobacco products as per Drug and Alcohol Policy
21. Attempting/breaking into student lockers
22. Stealing/theft
23. Disrespectful/confrontational behavior
24. Gambling
25. Extortion
26. Leading or participation in a school walk-out
27. Theft/possession/sale of another person's property
28. Dispensing of over-the-counter drugs, look alike drugs, and/or prescribed medications.
29. Unacceptable public displays of affection
30. Non-compliance during a fire drill or lockdown

B. Disciplinary Actions:

1. **All Level I and Level II options may be considered.**
2. Virtual instruction not to exceed three (3) days.
3. Temporary removal from class
4. School-based anger management (individual or group)
5. Confiscation of electronic devices including cell phones
6. Withdrawal of privileges including extra-curricular activities
7. Restitution of property and damages
8. Charges filed with the Aliquippa Police Department/District Magistrate
9. See Bus Policy
10. See Electronic Devices
11. See Drug and Alcohol Policy

Level IV: Infractions under Level IV misbehavior could result from the continuation of Levels I through III. Acts that result in violence to another person(s) or property, and that pose a direct threat to the safety to others, are also included. These acts are clearly criminal in nature and are so serious that they always require administrative action resulting in the immediate removal of the student from school. The intervention of the Aliquippa Police Department may also be warranted.

All Level IV consequences are in the form of out-of-school suspension (OSS). Most violations under Level IV are five (5) days but can extend to nine (9) days in extreme cases or per specific policy guidelines.

A. Student misconduct includes but is not limited to the following:

1. **Continued, unmodified Level I, Level II, and/or Level III behaviors**
2. Fighting-1st offense five (5 days); 2nd offense-seven (7) days; 3rd offense nine (9) days
3. Indecent exposure
4. Possession/use (under the influence)/furnishing/selling of controlled substances as per Drug and Alcohol Policy
5. Possession/use (under the influence)/furnishing/selling of alcohol as per Drug and Alcohol Policy
6. Vandalism of the personal property of school personnel
7. Setting off incendiary devices (firecrackers, smoke bombs, etc.)
8. Assault on another student and/or school personnel
9. Overt threat to a student and/or school personnel (written, verbal, social media, etc.)
10. Sexual harassment/assault
11. Racial intimidation/threat to a student and/or personnel
12. Leading or participating in a riot
13. Unwarranted pulling of a fire alarm.
14. Bomb threat
15. Arson
16. Possession of a weapon or look-a-like weapon as per Weapons Policy

17. Hazing
18. Disorderly conduct which threatens to interfere with the orderly operation of the school or which creates a clear and present danger
19. Any conduct on school property or at a school sponsored activity before, during or after school hours which falls under criminal code

B. Disciplinary Actions:

1. **All Level I, II and III options may be considered**
2. **Charges filed with the Aliquippa Police after the 1st fight**
3. Immediate removal from class
4. Referral to an Administrative Review Board
5. Referral to the Superintendent
6. Formal hearing with the Board of Education
7. Alternative school placement
8. Expulsion

Important Definitions Relating to the Discipline Procedures:

Aggravated Assault-An unlawful attack by one person upon another in which the offender uses a weapon or displays it in a threatening manner; or the victim suffers obvious severe bodily injury such as broken bones, loss of teeth, possible internal injury, severe lacerations, or loss of consciousness. This also includes assault with disease when the offender knows that he/she is infected with a disease and intentionally bites, spits, etc.
Assault- An unlawful attack by one person upon another. The act intentionally, knowingly, or recklessly causes bodily injury or serious bodily injury upon another person.

Bully/Cyberbullying: An intentional electronic (including, but limited to, social media), written, verbal, mental or physical act or series of acts directed at another student or students, which occurs in and/or outside of the school setting, that is severe, persistent or pervasive, and has the effect of doing any of the following: (a) substantial interference with a student's education; (b) creation of a threatening and hostile learning environment; (c) substantial disruption of the orderly operation of the school. Bully/cyberbullying is intentional or deliberate aggressive behavior harm doing and is carried out repeatedly over time; and it occurs within an interpersonal relationship where one or more students have the intent to intimidate or overpower other student(s).

Disorderly Conduct: An intentional act(s) in order to cause public inconvenience, annoyance or alarm, or recklessly creating a risk to the orderly operation of the school environment. A student is guilty of disorderly conduct if he/she engages in fighting or threatening, or in violent or tumultuous behavior; makes unreasonable noise; uses obscene language or makes an obscene gesture; or creates a hazardous or physically offensive condition by an act which serves no legitimate purpose.

Fighting (Mutual Altercation): A student confrontation with another student in which the altercation is mutual, requiring physical restraint or resulting in injury or property damage. The physical contact may consist of punching, hitting, slapping and/or kicking with the willful intent to mutually harm one another. While students have the right to defend themselves from being assaulted, once they become an active participant, they are considered a combatant.

The use of fighting words, such as racial, cultural, or ethnic slurs, or other confrontational language associated with hate speech, or used to instigate or provoke a physical response will be treated in the same manner as physically participating in a fight.

Harassment: An intentional act(s) with the intent to harass, annoy or alarm another person. Harassment can be in the form of any of the following: strikes, shoves, kicks or otherwise subjects the other person to physical contact, or threatens to do the same; follows the other person in or about the school building/school grounds; engages in a course of conduct or repeatedly commits acts that serve no legitimate purpose; communicates to or about other persons any lewd, threatening or obscene words, language, or drawings; communicates repeatedly in an anonymous manner or at extremely inconvenient hours.

Hazing: Behavior that happens when someone joins something exclusive, such as a sports team, club, or school organization; typically characterized as an initiation process. Hazing behavior can include making the person do something embarrassing, something dangerous, or can include physical violence in some instances. Hazing creates a risk for putting someone under physical or emotional duress.

Minor Altercation: An incident which involves a single offender who commits a minor violent act against another individual and the other individual does not respond, and the incident does not escalate to a more severe type of incident, such as a fight or assault.

Public Displays of Affection: The act of inappropriate, intimate behaviors in school or on school grounds. Kissing and close physical contact are examples of such behaviors.
Reasonable Force: There are circumstances in which employees are permitted to touch students appropriately in order to maintain a safe and orderly school environment, to administer first aid, and to attend to health needs. Typical examples of reasonable force include: intervening in fights, preventing accidental injury, protecting oneself, providing care to disabled students, and moving through a crowd to address an emergency.

Sexual Assault: An assault of sexual nature. An unauthorized and unwanted, intentional, or forcible touching of a sex organ of a person of either sex. Sex organs are the breasts of females and the genital areas of males and females. This includes forcibly and intentionally grabbing the clothed or unclothed breast or genitals of a person without their consent.

Sexual Harassment: Discrimination against a student based on the student's submission or rejection of sexual advances and/or requests or creating an atmosphere of harassment based on sexual issues/activity. The unwelcome sexual advances, requests for sexual favors, other physical or verbal conduct or communication of a sexual nature, and any other gender-based harassment which has the purpose or effect to interfere with the individual's performance, school environment, or participation in school sponsored activities; or creates an intimidating, hostile, or offensive educational environment.

Senior Prank

Any student that participates in any infraction of our code of conduct may be barred from the graduation ceremony. (i.e. vandalism, defacing school property, breaking and entering, and littering)

Weapons Policy

NOTE: The weapons policy is not printed here in its entirety, for a complete version, see your building principal(s).

Purpose

Weapons serve no educational purpose. The Board directs that students of the Aliquippa School District found to be in possession of a weapon on school property shall be subject to discipline as outlined herein. The ASD's foremost concern is to provide for the safety and welfare of all students and employees.

To ensure a safe school environment, a school building administrator may request that any student(s) involved in a serious act of violence within the community may be directed to remain off school property until the act can be investigated by the building administrator with the assistance of the local law enforcement agency.

Definition of Weapons

Weapons means any explosive, firearm, shotgun, rifle, blackjack, metal knuckles, knife, dagger knife, razor (blade) or cutting instrument, cutting tool, nunchuk stick, mace and any other tool, implement or instrument capable of inflicting any bodily injury. This definition also includes any look-alike instrument that could be used to cause intimidation or fear to students or staff.

Prohibited Activity

Any student of the district who is in possession of a firearm, explosive or weapon as defined herein; on property used by the district, at any school functions, activities, including district-authorized events held away from the district, including while the student is going to or returning from school, and weapons used in local communities resulting in an arrest and charged by the local law enforcement, shall be in violation of this policy.

Penalties

1. If the student involved is a secondary student, and if the violation is the possession of a firearm or explosive, the student shall be cited for a nine (9) day out-of-school suspension and notified of the scheduling of a due process hearing to consider expulsion before the Board or Committee thereof, of the district. The Superintendent of Aliquippa School District may recommend discipline short of expulsion to the Board on a case-by-case basis. Further, the Superintendent shall in the case of an exceptional student, take all steps necessary to comply with the Individual with Disabilities Education Act (Public Law 91-230, 20 U.S.C. Sec. 1400, et. seq.). Said hearing shall be conducted pursuant to Department of Education regulations and the provision of the Public-School Code. If, after the formal expulsion hearing before the Board, it is determined that the student has held possession of a firearm or explosive on school property or otherwise to the provision of this policy, **the student shall be expelled from the schools of the district for a period of not less than one (1) year**. In addition, thereto, the Board may impose such other conditions for re-admission as deemed necessary.

2. If the violation is a weapon and not a firearm or explosive, **the student shall be cited for a nine (9) day out-of-school suspension and notified of the scheduling of a due process hearing to consider expulsion before the Board, or a Committee thereof, of the district**. Said hearing shall be conducted pursuant to Department of Education regulations and the provisions of the Public School Code. If, after the formal expulsion hearing before the Board, it is determined the student had possession of a weapon, not a firearm or explosive, on school property or otherwise contrary to the provisions of this policy, the student may be expelled for a period of up to one (1) year. The Board may consider possible defense(s) or other extenuating circumstances in setting the duration of the expulsion or other appropriate discipline measures.
3. In all cases proceeding under the Penalties section, it shall be a possible defense to be considered by the Board, if evidence is offered by the student, that the weapon was possessed by the student in conjunction with a lawful supervised school activity or course or was possessed for other lawful purposes.
4. Pursuant to the provisions of Act No. 26 of 1995 (24 P.S. Sec. 13-13 17.2), the school district shall **expel, for a period of not less than one (1) year**, any student who brings a weapon onto any school property, any school sponsored activity or any public conveyance providing transportation to a school property, any school sponsored activity or any public conveyance providing transportation to a school or school sponsored activity.

Drug and Alcohol Policy

The Aliquippa School District recognizes that the misuse of chemicals is a serious problem with physical, emotional, social, and legal implications for the entire school community. In order for the district to promote its educational goals and maintain an atmosphere conducive to learning, the students must be chemically free.

The Board prohibits the possession, use, and sale and/or distribution of any illegal or controlled substance and/or any medical substance not registered by the school health office (clinic). This includes on any school property, at school-sponsored events including on or off school grounds, and on school buses en route to and from school. **Any student who enters the school building smelling of marijuana or appearing to be under the influence of drugs or alcohol will be sent home immediately and referred to administration for further action.** Violations of this policy may result in **drug testing** and or **permanent expulsion** from school by the Board of Education.

School Guidelines

As a key component of the Aliquippa Area School District Drug and Alcohol Prevention/Intervention Program, these guidelines represent one component in a district-wide effort to respond effectively to drug, mood-altering substance and alcohol-related situations that may occur at school-sponsored activities. These following guidelines are intended to provide a constant disciplinary means to respond to drug, mood-altering substance and alcohol-related incidents. The Aliquippa Area School District will provide a safe and healthy environment for students with due consideration for their legal rights and responsibilities. The Board reserves the right to use any extraordinary measures deemed necessary to control substance abuse even if the same is not provided for specifically in any rule or regulation enumerated herein.

Alcohol and Mood-Altering Chemicals

This includes alcohol and malt beverages, controlled substances, chemical or illegally abused substances, and prescription medications not registered by the clinic in accordance with the school district policy for the administration of medication to students in school. Examples of the above include beer, liquor, marijuana, chemical solvents, glue, look-alike chemicals, capsules and pills not registered by the clinic and anabolic steroids.

Tobacco Use Guidelines

The Board recognizes that tobacco use by students presents a health and safety hazard that can have serious consequences for both users and non-users and the safety and environment of schools.

For purposes of this policy, tobacco use shall be defined as use and/or possession of a lighted or unlighted cigarette, **vape**, cigar and/or pipe; other lighted smoking product; and smokeless tobacco in any form including e-cigarettes.
The Board prohibits tobacco use and possession by students at any time in a school building and on any property; buses, vans and vehicles that are owned, leased or controlled by the school district. The Board also prohibits tobacco use and possession by students at school-sponsored activities that are held off school property.

The Superintendent shall annually, by July 31, report all incidents of possession, use, or sale of tobacco by any person on school property to the Office of Safe Schools on the required form in accordance with state law and regulation.

A student convicted of possessing or using tobacco in violation of this policy, may be fined up to fifty dollars ($50.00) plus court costs or admitted to alternative adjudication in lieu of imposition of a fine.

Student Assistance Team (SAP)

A core group of school personnel who are specially trained to work with students. This multidisciplinary team is composed of teachers, staff, administrators, nurse, counselor, and school psychologist. Student Assistance Team members receive referrals from administrators, faculty and staff, parents and students themselves. Referrals can be initiated by Drug and Alcohol Policy violations; but more commonly, they happen because of observed changes in behavior or performance which may or may not be drug related. With parental involvement, the team's job is to conduct a pre-assessment to determine if the student can be helped within the school or if the student needs to be referred to an outside agency.

COOPERATIVE BEHAVIOR - Shall be defined as the willingness of a student to work with staff and school personnel in a reasonable and helpful manner and complying with the requests and recommendations of members of the core team.

UNCOOPERATIVE BEHAVIOR - Is resistance or refusal, either verbally, physically, or passively on the part of the student to comply with the reasonable request or recommendation of school personnel. Defiance, assault, and deceit shall constitute examples of uncooperative behavior.

POSSESSION - Is the knowledge or intentional possession of a controlled substance.

PARAPHERNALIA - Is all equipment, products, materials of any kind which are used, intended for use or designed for use in planting, propagating, cultivating, growing, harvesting, manufacturing,

compounding, converting, packaging, sharing, containing, concealing, injecting, ingesting, inhaling or otherwise introducing into the human body, a controlled substance. Examples include alligator clips, chamber pipes, scales, etc.

TREATMENT - Is regular visitations for therapy administered by a licensed Drug and Alcohol facility or therapist who is a Certified Addiction Counselor.

CONFIDENTIALITY - Between students and guidance counselor, nurse, psychologist, home and school visitor, members of the core team and clerical workers shall be respected, and no confidential communication made relative thereto without the consent of the student or his/her parent/guardian unless the best interest of the student can be served.

RAPID EYE TEST - That which the nurse or staff trained personnel will utilize when summoned to a medical emergency in which pupillary reaction to light is evaluated, as well as the general appearance of the eyes such as tearing, color of the sclera, presence of eyelid puffiness, and the ability of the eye to follow a light without wavering.

SPECIAL EDUCATION STUDENTS** - for students with an Individualized Educational Plan (IEP), please refer to laws regarding number of legal days for suspension.

PREVENTION/INTERVENTION SPECIALIST - A program specialist with expertise in the area of chemical dependence and other student high-risk behaviors.

ASSESSMENT - Includes psychological examinations. Any costs involved are the responsibility of the student's parent(s) or legal guardians.

SEARCHES - A student, his locker, or personal possessions (including his/her car on school grounds) may be searched when a school authority has probable cause or reasonable suspicion to believe that contraband (something illegal) is in the area. Searches will also take place as described below when a student has violated the Drug & Alcohol Policy.

Rules and Regulations

A student who, while on school grounds at any time during a school session, or anywhere at a school-sponsored activity, including the school bus, is under the influence of alcohol, uses, dispenses, distributes, sells or aids in the procurement of alcohol, other drugs, or mood-altering substances, shall be subjected to the procedures outlined in this policy.

Categories of Violations

1. A student who has not violated any school code but displays inappropriate behavior that may or may not be chemically related should be referred to the building principal or designee. The Student Assistance Team will be notified of the situation and strongly suggest references to the student and his/her parent/guardian. No disciplinary action will take place in such cases. If the behavior of the student warrants disciplinary action, staff members should refer to the school's disciplinary code. **CONFIDENTIALITY IS MANDATORY.**

2. A student who wishes to disclose his/her drug problem or that of a friend/associate should be referred to the building principal/designee. The Student Assistance Team will be notified of the situation and strongly suggest referrals to the student and his/her parent/guardian. No disciplinary action will take place in such cases. If the behavior of the student warrants disciplinary action, staff members should refer to the school's disciplinary code.

CONFIDENTIALITY IS MANDATORY.

3. A student demonstrates physical symptoms of possible drug use (slurred speech, dazed appearance, staggering, inability to respond, etc.) - This situation is to be handled as a medical emergency. The school nurse will be summoned immediately. The student will not be left unattended at any time during the emergency. An attempt will be made to notify the parent/guardian. The principal/designee, with a witness present, will request the student to empty his/her pockets and/or purse and voluntarily surrender all drug-like substance/paraphernalia. The student's person, locker, desk, and all personal property will be searched according to policy. If a substance/paraphernalia is discovered at the time of the emergency, it will be provided to medical personnel for the purpose of aiding treatment. Substances will then be sealed in the presence of a witness, documented, and submitted to law enforcement officials. **I**f no confirmed chemical is involved, standard health procedures will be followed. If chemical use is confirmed, the student should be referred to the SAP Team for investigative purposes. Findings of the team will be available to the parents. The student will be suspended out-of-school for five (5) days and must be evaluated by an approved County Drug and Alcohol Agency before he/she will be permitted to return to school. **CONFIDENTIALITY IS MANDATORY.**

4. The student is caught with drugs/paraphernalia and is cooperative on first offense - the school staff member will summon the principal/designee. An attempt will be made to contact the parent/guardian. The student will not be left alone at any time. The principal/designee, with a witness, will request that the student empty his/her pockets and/or purse, desk, and all personal property will be searched according to the policy. A conference will be arranged with the parent/guardian. Substances will then be sealed in the presence of a witness, documented, and submitted to law enforcement officials. The student will be referred to the Student Assistance Team for investigative purposes. Findings of the team will be made available to the parents. The student will be suspended out-of-school for five (5) days and must be evaluated by an approved County Drug and Alcohol Agency Before he/she will be permitted to return to school. **CONFIDENTIALITY IS MANDATORY.**

5. The student caught with drug paraphernalia for the second time and is cooperative/ uncooperative will be suspended for a minimum of nine (9) days. An attempt will be made to notify the parent/guardian. The student will be referred to the SAP Team and must be evaluated by an approved County Drug and Alcohol Agency before he/she will be permitted to return to school. In addition, a possible recommendation for permanent expulsion will also be considered. **CONFIDENTIALITY IS MANDATORY.**

6. The student is found using, in possession of, or suspected to be under the influence of a drug when attending or participating in any school sponsored function on or off school property the sponsor, chaperone, or accompanying administrator will be notified. An attempt will be made to contact the parent/guardian to transport the student home. The police, security, or medical personnel will also be notified in the event that assistance is needed. The sponsor, chaperone, administrator, with a witness present, will request the student empty his/her pockets and/or purse and/or other possessions and volunteer all drug-like substances/paraphernalia. The student shall not be left alone. If transportation arrangements cannot or will not be made by the parents/guardian, the police will be asked to do so. Substances will then be sealed in the presence of a witness, documented, and submitted to law enforcement officials. The student will be referred to the Student Assistance Team for investigative purposes. Findings of the

team will be made available to the parents. The student will be suspended out-of-school for five (5) days, and must be evaluated by an approved County Drug and Alcohol Agency before he/she will be permitted to return to school. Further disciplinary actions may be required according to appropriate situational category. **CONFIDENTIALITY IS MANDATORY**.

7. A student is caught in the actual process of distributing, selling or buying an illegal substance the school staff member will summon the principal/designee. The student will not be left alone at any time. An attempt will be made to contact the parent/guardian. The principal/designee, with a volunteer present, will confiscate all drug-like substances/paraphernalia. The student's person, locker, desk, and all personal property will be searched according to policy. The student will be referred to the SAP Team for investigative purposes. Findings of the team will be made available to the parents.

8. Substances that are discovered will then be sealed in the presence of a witness, documented, and submitted to law enforcement officials. The student will be suspended for 10 days out-of school. He/she must be evaluated by an approved County Drug and Alcohol Agency before being permitted to return to school. A formal hearing will take place where permanent expulsion will be considered. **CONFIDENTIALITY IS MANDATORY.**

Probational Period

A student in violation of the District Drug and Alcohol Policy may be placed on probation within the school following the rules as noted below:

1. The student will be placed on probation for one semester.
2. The student will not have restroom privileges or a hall pass without written authorization from an administrator or teacher.
3. The student will not be able to participate in or attend any extra-curricular activities (including dances or sports). Note: This will be reviewed after treatment program is completed. 4. The student must meet periodically with a principal, assistant principal, or counselor during the probationary period.
5. The student must adhere to all school rules and policies. The parent(s) of the student on probation must call and inform the school of any absences. This call must be made by 7:00 a.m. on the day of absence.

6. If the probationary rules are broken, the student will be referred to the superintendent for a formal hearing and may be recommended for expulsion from school.

Use of Prescribed and Over the Counter Medications

The Aliquippa School District shall not be responsible for the diagnosis and treatment of student illness. Parents have the primary responsibility for the health of their children. The district recommends that medication be given at home. Through a conference with the parents, physicians should be made aware that they can change schedules so medication can be given before and after school hours.

In the event medication must be administered during school hours, a plan for verifying, administering and storing medication will be implemented to prevent mistakes, illegal acts and

subjection to possible liable situations for school nurses, administrators and the district.

The guide for School Nursing Services in Pennsylvania states that medication should be given only as prescribed by a physician (initially published in 1962 and revised in 1968 and is considered an official document of the Department of Health). A legal opinion of the Department of Justice (August 16, 1978) supports the above statement.

1. The school nurse may administer prescribed medications.
2. School district policy regarding the administration of medication is required. 3. Except in truly emergency situations, teachers may not administer individually prescribed medication.

For the purpose of this policy, medication shall be "medication prescribed by a physician." Before any medication is to be administered to any student during school hours, the district shall require completion of a form provided by the school nurse to the parent and prescribing physician that must be signed and returned to the school nurse. Information, including the purpose of the medication, dosage, time and circumstances under which the medication shall be administered, name of physician prescribing medication; the length of period for which medication is prescribed, and possible side effects of the medication must be included. Medication must be sent to the school in the original container with the prescription labeled by a pharmacist or physician.

The medication is to be given directly to the school nurse or designee. The nurse should be notified when the child's medication is changed. The school nurse, when available, is the primary person to administer medication. In the absence of the school nurse, the school principal designates the person(s) to administer medication. Prescription medication will be kept in a locked medicine cabinet (or refrigerator) in the nurse's office. Students in grades 7-12 will be responsible for reporting to the nurse's office or the main office at the time the medication is to be given. In grades K-6, individualized plans will be made for the administration of medication by the nurse, the principal, or a designee. It is recommended that parents be fully informed if the school nurse is not available and the parent cannot administer the medication, someone designated by the principal will give the medication. A log or a written record indicating the administration of medicine shall be established. Documentation should be in ink and indicate name of student, time of day, name and dosage of medication, and name of person administering the medication. The documents shall become part of the student's health record and be kept on file in the office of the school nurse.

NOTE - Students who dispense over-the-counter, look-alike drugs and/or prescribed medications shall result in suspension from school under the Drug and Alcohol Policy.

Breathalyzer Policy

Students reasonably suspected of consuming or having consumed alcohol may be required to take a test which determines blood alcohol concentration. The test will be conducted by specially trained personnel. Refusal to take the test may result in the student being suspended from school. If the results are negative and the student still exhibits abnormal behavior, further assessments will be required.

Drug Urinalysis Policy

Students reasonably suspected of being under the influence of a controlled substance may be requested to have their urine tested for illegal mood altering substances. Written parental/guardian consent will be required before this test is done by specially trained personnel.

Bus Transfer Policy

NOTE: The bus policy is not printed here in its entirety. For the complete policy, see your building principal.

Exceptions for bus transfers will be made only in cases of extreme serious family situations. In these cases, the decision of the building principal will be final. We appreciate your cooperation and understanding and thank you for your assistance. Please be informed that all pupils have been assigned a specific bus according to the location of their residence. The assigned bus is the vehicle they are to ride each day. Parents who have a need for their children to go to the home of a grandparent or babysitter, must make such arrangements without involving a change in transportation assignment. Individual student transportation assignments will be strictly adhered to without exception. In the event that a transfer should be granted, the following procedures must be adhered to:

1. The parent/guardian must submit to the Building Principal/designee a request, **in writing**, specifying the reason for the request.
2. The Building Principal/designee will determine whether the request meets the criteria of the policies extreme emergency contingency.
3. The Building Principal/designee will grant the request providing that the extreme emergency is not comprised and sufficient space exists on the bus to accommodate the transfer. 4. The granting of all transfer requests are subject to the discretion of the building principal/designee.
5. Transfer requests that are approved shall be written on the proper form and given to the bus driver on the particular run. The driver will turn the form in at the end of the day to the Director of Transportation. This form will be kept on file.

Bus Rules and Guidelines

Parents of disabled children are responsible to take them to the bus and receive them when they exit the bus.

Students should be encouraged to review these rules of conduct and should be reminded that breaking one or more of these rules could result in suspension of bus privileges.

1. Waiting for bus:
   a. Students must follow school rules while they wait for the bus.
   b. Students should wait for the bus at a safe place, well off the highway, on the side of the street on which they live. Cross the street to enter the bus, if necessary, only when the bus is stopped, the red flashing signals are on, and the driver signals it is safe to cross the road.
   c. Students must be at the bus stop five (5) minutes prior to the designated time and be ready to board with the least possible delay.
   d. Respect the property rights of people who reside at/or near the stop (no horseplay).
   e. Do not get into private vehicles with strangers. ALL ALIQUIPPA SCHOOL DISTRICT VEHICLES ARE CLEARLY MARKED.
   f. Students may board only assigned buses and may board only at the bus stop to which they are assigned.
2. While on the bus:

(THESE RULES ALSO APPLY TO FIELD TRIPS AND ATHLETIC TRIPS)

a. Observe regular classroom conduct except for ordinary conversation and follow the bus drivers' instructions. The bus driver has the same authority on the bus as a teacher has in the classroom.

b. Loud talking, laughter and other similar conduct diverts the driver's attention and may result in a serious accident.

c. Students may not block aisle or emergency door with musical instruments, lunch boxes, books or other possessions.

d. Students must remain seated while the bus is in motion or if the bus is delayed on the road.

e. Students must not extend arms, head or any other items out of the windows. f. Students must not damage or tamper with any parts of the bus or use the emergency door except in the case of an emergency.

g. Horseplay, fighting, vulgarity, profanity, throwing items in the bus or other conduct is not permitted.

h. Students may not eat, drink, smoke or chew gum while on the bus.

i. The following items are not permitted in any school vehicle: live animals, weapons, drugs, alcohol, tobacco, flammable liquids, fireworks, smoke bombs, tape recorders, radios, balls, (except for team buses), water pistols, spray bottles, pea shooters, sling shots, glass containers, any objects considered harmful to others or any item too large for students to hold on their laps, including instruments.

j. Any conduct that endangers the safety of the other students or driver will be considered severe and could result in immediate loss of bus riding privileges. *Designates a severe violation.

3. After leaving the bus:

a. When necessary, cross the road at least ten (10) feet in front of the bus, but only after looking to be sure that no traffic is approaching from either direction.

b. b. Help look after the safety and comfort of small children.

c. Be alert to the danger signal from the bus driver.

d. Go directly to your school building in the morning and directly home in the afternoon.

Student Assistance Teams

The school district has a core team which may include a central office representative (i.e. Superintendent, Assistant Superintendent, Director of Curriculum and Instruction, Director of Pupil Services, etc.) and a building administrator (i.e. Principal, Assistant/Vice Principal) from the building where the Student Assistance Team is instituted. These two team slots are encouraged, and the administrators present will have been through the appropriate training. Past experience has demonstrated that training and leadership has served to produce more successful teams. Administrators, who are lost through attrition, are replaced on the Student Assistance Teams. New administrators serving on Student Assistance Teams must be trained.

Remaining team members (at least four per building) are representatives from any or all of the following groups: teacher, counselor, psychologist, nurse or other related professional staff. Representatives from the county mental health and drug/alcohol systems will be appointed as liaisons to core teams and attend training with their teams. Should the district have difficulty in securing this service, the Superintendent should contact the county D&A and/or MH administrator.

The school district establishes at least two common team meeting times per week/cycle for all trained core team members. The team is expected to meet for a minimum of 80 minutes per week. Common planning time is used for case management/intervention activities.

The school district attends the training contracted for the team. All team members attend the entire training. Participants not attending all sessions at the training will not be eligible for Student Assistance Team certification.

All new faculty/staff should receive, through the district's orientation program, an overview about the Student Assistance Team and explain the procedures for making referrals to the core team. Information about the Student Assistance Team should be made available to all students and parents on a yearly basis.

The school district develops/revises the district's drug/alcohol and suicide/mental health policies to incorporate the Student Assistance Team. Prior to Board approval, policies are reviewed by the Student Assistance Team training provider. Both policies are reviewed by district administration at least once every two years and, if necessary, revisions adopted by the Board.

The school district has guidelines on how parents are involved in the Student Assistance Team process.

The school district has established school-based intervention and aftercare (non-clinical) groups within one calendar year of completion of the initial SAP training. Students returning from in-patient treatment should receive school-based support services at least one period per week. Group facilitators attend a group facilitators' training, with an emphasis on adolescent issues, prior to conducting groups. All groups conducted in the school are co-facilitated by at least one school person. A plan for coordinating services with drug/alcohol and mental health providers has been developed.

The school district provides time for team maintenance activities at least twice a year. Drug/Alcohol and Mental Health Agency liaisons are included in maintenance activities.

The agency service provider and school district has negotiated and implemented a written cooperative agreement with the local drug/alcohol and mental health agency service system which outlines the following: central referral procedures, consultation/education services, designated liaisons from the D&A and MH systems, assessment services, emergency crisis assistance, and provisions for treatment - including after care. This letter of agreement has been written and signed by agency administrators/directors and school district administrators. The agreement and/or any changes is negotiated at a minimum of once per year. A copy of this letter of agreement is sent to our county Mental Health Administrator and Single County Authority Director.

The school district will utilize the Conflict Resolution Process if problems occur between service provider agencies and the school district.

The school district will submit annual data on the Aggregate Student Tracking Form and other information regarding the Student Assistance Program, as requested by the Commonwealth.

Confidentiality

The Aliquippa School District protects the confidentiality of personally identifiable information regarding all students in accordance with the Family Educational Rights and Privacy Act (FERPA), the Health Insurance Portability and Accountability Act (HIPAA), the Elementary and Secondary Education Act of 1965 (ESEA), as amended by the No Child Left Behind Act of 2001 (NCLB), the National Defense Authorization Act, the USA Patriot Act of 2001, the Protection of Pupil Rights Act (PPRA) and other applicable Federal and state laws and regulations.

HIPAA

The Aliquippa School District's Notice of Privacy Practices can be found at our website at www.quipsd.org. or a copy may be obtained at the District's administrative offices.

IF YOU HAVE ANY QUESTIONS REGARDING STUDENT HEALTH INFORMATION OR RECORDS, PLEASE CONTACT STUART RUSNAK AT 724-857-7500, EXT. 4171.

ANNUAL FERPA NOTIFICATION OF RIGHTS AND DESIGNATION OF DIRECTORY INFORMATION NOTICE OF RIGHTS

THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT ("FERPA") AFFORDS PARENTS, STUDENTS OVER 18 YEARS OF AGE ("ELIGIBLE STUDENTS"), AND PARENTS OF DEPENDENT STUDENTS CERTAIN RIGHTS WITH RESPECT TO EDUCATION RECORDS. EDUCATION RECORDS INCLUDE A BROAD RANGE OF INFORMATION ABOUT A STUDENT THAT IS COLLECTED AND MAINTAINED IN ANY FORMAT BY THE DISTRICT INCLUDING BUT NOT LIMITED TO:

1. Date and place of birth; parent(s) and/or guardian addresses, and where parents can be contacted in emergencies;
2. Grades, test scores, courses taken, academic specializations and activities, and official letters regarding a student's status in school.
3. Special education records;
4. Disciplinary records;
5. Medical and health records that the school creates or collects and maintains; 6. Documentation of attendance, schools attended, courses taken, awards conferred, and degrees earned; and
7. Personally identifiable information such as a student's identification code, social security number, picture, or other information that would make it easy to identify or locate a student.

Certain Types of Records are NOT considered Education Records Under FERPA

• Personal notes made by teachers and other school officials that are not shared with others; • Law enforcement records created and maintained by a school's or a district's law enforcement unit specifically for law enforcement purposes (as distinct from student disciplinary and other non-law enforcement purposes); and

- Records on students 18 years of age or older that are made or maintained by a medical or other recognized professional or paraprofessional acting in his or her professional capacity.

Your rights with respect to education records include the following

- **Right to Inspect:** A parent or eligible student has the right to inspect and review the student's education records maintained by the district within 45 days of the district's receipt of a written request for access.

A parent or eligible student should submit to the school principal (or superintendent) a written request that clearly identifies the record(s) he/she wishes to inspect. The principal will make arrangements for access and notify the parent or eligible student, in writing, of the time and place where the student's records may be inspected.

- **Right to Request Amendment:** A parent or eligible student has the right to request the amendment of the student's education record(s) that are believed to be inaccurate or misleading.

A parent or eligible student may submit a written request for amendment to the school principal (or superintendent). This request should clearly identify the part of the record that the parent of eligible student wants changed and specify why it is inaccurate or misleading.

If the record is not amended as requested, the district shall notify the parent or eligible student of the decision in writing and shall advise him/her of his/her right to a hearing on the request for amendment. Additional information on the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

- **Right to Consent to Disclosure:** A parent or eligible student has the right to consent to disclosures of personally identifiable information contained in the student's education record, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the district in an administrative, supervisory, academic or research, or support staff position, including law enforcement unit personnel and health staff; a person or company with whom the district has contracted to perform a special task, such as an attorney, auditor, medical consultant or therapist; a person serving on the school board; or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his/her tasks. A school official has a legitimate educational interest if he/she needs to review an education record to fulfill his/her professional responsibilities.

Additionally, upon request, the district may disclose education records without consent to officials of other schools in which students seek or intend to enroll. Furthermore, No Child Left Behind Act requires the district to facilitate the transfer of disciplinary records with respect to a suspension or expulsion to any private or public elementary or secondary school for any student who is enrolled or seeks, intends or is instructed to enroll on a part-time or full-time basis in the school. Disclosure without consent may be made in case of emergency as determined by the district or to report crimes occurring at school or involving the school or its personnel.

- **Right to Complain:** A parent or eligible student has the right to file a timely complaint with the U.S. Department of Education concerning alleged failures by the district to comply with FERPA requirements. Complaints should be directed to:

FAMILY POLICY COMPLIANCE OFFICE
U.S. DEPARTMENT OF EDUCATION
400 MARYLAND AVENUE, S.W.
WASHINGTON, DC 20202-4605

Directory Information

Under FERPA, the district is authorized to designate certain personally identifiable information contained in education records as "directory" information and to disclose such information without prior consent unless a parent or eligible student objects to such disclosure.

The district hereby designates the following personally identifiable information contained in a student's education record as directory information:

1. Name, Address, telephone number and email address;
2. Date and place of birth;
3. Grade level and major field of study;
4. Participation in school activities;
5. Dates of school attendance;
6. Photograph;
7. Most recent school attended;
8. Honors and awards; and
9. Other similar information, such as alumni associations, height and weight of athletes, honor roll member, information generally found in yearbooks.

Unless a parent or eligible student advises the district in writing within 15 days of receipt of this notice that he/she does not want some or all of this designated directory information released, school officials may release this information without prior consent.

Written objections to the release of directory information should be submitted to:

ALIQUIPPA JR/SR HIGH SCHOOL **ALIQUIPPA ELEMENTARY SCHOOL**

MR. RONNELL HEARD
MR. RODNEY HEARD
800 TWENTY-FIRST ST.
ALIQUIPPA, PA 15001

MS. STACEY ALEXANDER
MR. ERIC ROZANSKI
800 TWENTY-FIRST STREET
ALIQUIPPA, PA 15001

PPRA

Annual Notice and Consent/Opt-Out for Specific Activities

The Protection of Pupil Rights Amendment (PPRA), 20 U.S.C. §1232h, requires the Aliquippa School District to notify you and obtain consent or allow you to opt your child out of participating in certain school activities. These activities include a student survey, analysis, or evaluation that concerns one or more of the following eight areas ("protected information surveys"):

1. Political affiliations or beliefs of the student or student's parent;
2. Mental or psychological problems of the student or student's family;
3. Sex behavior or attitudes;
4. Illegal, anti-social, self-incriminating, or demeaning behavior;
5. Critical appraisals of others with whom respondents have close family relationships; 6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers; 7. Religious practices, affiliations, or beliefs of the student or parents; or
8. Income, other than as required by law to determine program eligibility.

Your child will not be required to participate without parental consent in any survey, evaluation or analysis funded in whole or in part by the U.S. Department of Education. This requirement also applies to the collection, disclosure or use of student information for marketing purposes ("marketing surveys"), and certain physical exams and screenings.

The district will provide parents, within a reasonable period of time prior to the administration of the surveys and activities, notification of the surveys and activities and be provided an opportunity to opt their child out, as well as an opportunity to review the surveys. (Please note that this notice and consent/opt-out transfers from parents to any student who is 18 years old or an emancipated minor under State law.)

Military Recruiting Representatives

The district is required to disclose the names addresses and telephone numbers to military recruiters, upon request and to provide military recruiters the same access to secondary school students as the district provides to post -secondary institutions or to prospective employers.

High school students and their parents/guardians may request that the district not disclose the student's name, address and telephone number to military recruiting representatives (who can only use that information to provide information to students concerning educational and career opportunities available in the U.S. Armed Forces or service academies) by submitting a signed written request to that effect to:

Mr. Ronnell C. Heard

Mr. Rodney C. Heard

800 21st Street

Aliquippa, PA 15001

Public Notice

Annual Notice of Special Education Services

The Aliquippa School District offers a full continuum of special education programs and services to all students eligible for such services. Special education programs and services are available for eligible students between the ages of three (3) and twenty-one (21). Services for children ages three (3) to school entry age may be requested by contacting the Beaver Valley Intermediate Unit at 724-774-7800. Services for eligible students of school entry age to twenty-one (21) years of age may be requested by contacting Jason Guzie, at 724-857-7500 ext. 4236.
Special education programs available include services for eligible students who are identified as:

Developmentally Delayed (Preschool only); Intellectually Disabled: Learning Disabled; Visually Impaired; Hearing Impaired; Mentally Gifted; Multi-disabled; Neurologically Impaired; Physically Impaired; Autism Spectrum Disorder; Seriously Emotionally Disturbed and Speech and Language Impaired.

The Aliquippa School District conducts identification activities to determine if students are in need of special education services.

The Aliquippa School District in conjunction with the Intermediate Unit provides the above special education programs. Services for eligible Preschool children are provided through the Intermediate Unit.

The Aliquippa School District conducts screening activities to identify students who may be eligible for special education services. Information regarding screening activities may be obtained by contacting your child's building.

Parents, Guardians or Surrogate parents may request that their child be screened or evaluated for special education services. Requests for services should be put in writing to Sara Mcdowell, Director of Special Education. SMcdowell@quipsd.org

All information collected as part of an evaluation is treated in a confidential manner. A written policy regarding the confidentiality of student records is available for review by contacting your child's school.

Printed information regarding available special education services and programs and parent's rights as they pertain to special education is available in the building principal's office or the office of the Superintendent of schools.

If additional information is needed you can contact Ms. Sara Mcdowell, Director of Special

Education, at 724-857-7500, ext. 4236.

The Aliquippa School District is an Equal Opportunity Employer.

Homeless Letter to Parents

ATTENTION PARENTS AND GUARDIANS!!!

Federal guidelines, as outlined in the No Child Left Behind Act of 2001, require that local schools identify named children who are homeless. The federal mandate, and the intention of the Aliquippa School District, is to ensure that homeless children and youth have access to free, appropriate public education on an equal basis with other children. Children who are homeless, including those living with others, may qualify for assistance with school lunch, with school supplies/materials, with tutoring, and with transportation so that they can remain in their school of origin.

If you believe your child(ren) may qualify for this service, please contact the principal of your child(ren)'s school.

Homeless children may be identified as living in the following situations:

• Public or private shelters

• Public or private places not designated for/or ordinarily used as regular sleeping accommodations, such as vehicles, parks, motels, campgrounds, etc.

• Living with parents in a domestic violence shelter

• Individuals and/or families living with relatives or friends due to a lack of housing

• Living in transitional housing programs

• Runaway children (under age 18) and children who have been abandoned or forced out of the home by parents or other caretakers. They may be in temporary shelters awaiting assistance from social service agencies, or may live alone on the street or move from place to place among family members, friends, or acquaintances. This also includes such youth from 18 to 21 years of age who may still be eligible for educational services in regular or special education

• Children of migrant families who lack adequate housing

• Children abandoned in hospitals or awaiting foster care

• School-age, unwed mothers or expectant mothers living in houses for unwed mothers when they have no other available living accommodations.

If your living situation changes during the school year or over the summer and you and your child(ren) become homeless, please contact Dr. Jennifer Damico, Director of Student Services, at 724-857-7500 ext. 4251. We will work with you so that your child(ren)'s education is disrupted as little as possible.

Sincerely,

Miss Stacey Alexander, Elementary School Principal
Mr. Ronnell Heard, High School Principal

Revised 2026

Carta a los padres de personas sin hogar

¡¡¡ATENCIÓN PADRES Y TUTORES!!!

Las directrices federales, tal como se establecen en la Ley Que Ningún Niño Se Quede Atrás de 2001, exigen que las escuelas locales identifiquen y nombren a los niños sin hogar. El mandato federal y la intención del Distrito Escolar de Aliquippa son garantizar que los niños y jóvenes sin hogar tengan acceso a una educación pública gratuita y adecuada en igualdad de condiciones con los demás niños. Los niños sin hogar, incluidos aquellos que viven con otras personas, pueden ser elegibles para recibir asistencia con el almuerzo escolar, útiles y materiales escolares, tutorías y transporte para que puedan permanecer en su escuela de origen.

Si cree que su(s) hijo(s) pueden ser elegibles para este servicio, comuníquese con el director de la escuela de su(s) hijo(s).

Los niños sin hogar pueden ser identificados como aquellos que viven en las siguientes situaciones:

• Refugios públicos o privados

• Lugares públicos o privados no designados ni utilizados habitualmente como alojamientos para dormir, como vehículos, parques, moteles, campings, etc.

• Vivir con un progenitor en un refugio para víctimas de violencia doméstica

• Personas y/o familias que viven con parientes o amigos debido a la falta de vivienda.

• Vivir en programas de vivienda transitoria

• Niños fugados (menores de 18 años) y niños que han sido abandonados o expulsados de su hogar por sus padres u otros cuidadores. Pueden encontrarse en refugios temporales a la espera de asistencia de agencias de servicios sociales, o pueden vivir solos en la calle o mudarse de un lugar a otro entre familiares, amigos o conocidos. Esto también incluye a los jóvenes de entre 18 y 21 años que aún pueden ser elegibles para recibir servicios educativos en educación regular o especial.

• Niños de familias migrantes que carecen de vivienda adecuada

• Niños abandonados en hospitales o en espera de acogida

• Madres solteras o embarazadas en edad escolar que viven en casas para madres solteras cuando no tienen otro alojamiento disponible.

Si su situación de vivienda cambia durante el año escolar o en verano, y usted y sus hijos se quedan sin hogar, comuníquese con la Dra. Jennifer Damico, Directora de Servicios Estudiantiles, al 724-857-7500, extensión 4251. Trabajaremos con usted para que la educación de sus hijos se vea interrumpida lo menos posible.

Atentamente,

La señorita Stacey Alexander, directora de la escuela primaria.
Sr. Ronnell Heard, Director de la escuela secundaria

Revisado en 2026

ALIQUIPPA SCHOOL DISTRICT

100 HARDING AVE. ALIQUIPPA, PA 15001 PHONE: (724)857-7500 FAX: 724-857-7560

PARENT RIGHT TO KNOW INFORMATION AS REQUIRED BY THE ELEMENTARY AND SECONDARY EDUCATION ACT (ESEA) [SECTION 1112(E)(1)(A)] AND THE EVERY STUDENT SUCCEEDS ACT [SECTION 1112(E)(1)(A)]

SEPTEMBER 2026

DEAR PARENT(S)/LEGAL GUARDIAN(S):

YOUR CHILD ATTENDS ***ALIQUIPPA JUNIOR SENIOR HIGH SCHOOL,*** WHICH RECEIVES FEDERAL TITLE I FUNDS TO ASSIST STUDENTS IN MEETING STATE ACHIEVEMENT STANDARDS. THROUGHOUT THE SCHOOL YEAR, WE WILL BE PROVIDING YOU WITH IMPORTANT INFORMATION ABOUT THIS LAW AND YOUR CHILD'S EDUCATION. THIS LETTER LETS YOU KNOW ABOUT YOUR RIGHT TO REQUEST INFORMATION ABOUT THE QUALIFICATIONS OF THE CLASSROOM STAFF WORKING WITH YOUR CHILD.

AT **ALIQUIPPA JSHS**, WE ARE VERY PROUD OF OUR TEACHERS AND FEEL THEY ARE READY FOR THE COMING SCHOOL YEAR AND ARE PREPARED TO GIVE YOUR CHILD A HIGH-QUALITY EDUCATION. AS A TITLE I SCHOOL, WE MUST MEET FEDERAL REGULATIONS RELATED TO TEACHER QUALIFICATIONS AS DEFINED IN ESEA. THESE REGULATIONS ALLOW YOU TO LEARN MORE ABOUT YOUR CHILD'S TEACHERS' TRAINING AND CREDENTIALS. WE ARE HAPPY TO PROVIDE THIS INFORMATION TO YOU. AT ANY TIME, YOU MAY ASK:

- WHETHER THE TEACHER MET STATE QUALIFICATIONS AND CERTIFICATION REQUIREMENTS FOR THE GRADE LEVEL AND SUBJECT HE/SHE IS TEACHING,
- WHETHER THE TEACHER RECEIVED AN EMERGENCY OR CONDITIONAL CERTIFICATE THROUGH WHICH STATE QUALIFICATIONS WERE WAIVED, AND
- WHAT UNDERGRADUATE OR GRADUATE DEGREES THE TEACHER HOLDS, INCLUDING GRADUATE CERTIFICATES AND ADDITIONAL DEGREES, AND MAJOR(S) OR AREA(S) OF CONCENTRATION.

YOU MAY ALSO ASK WHETHER YOUR CHILD RECEIVES HELP FROM A PARAPROFESSIONAL. IF YOUR CHILD RECEIVES THIS ASSISTANCE, WE CAN PROVIDE YOU WITH INFORMATION ABOUT THE PARAPROFESSIONAL'S QUALIFICATIONS.

THE EVERY STUDENT SUCCEEDS ACT (ESSA), WHICH WAS SIGNED INTO LAW IN DECEMBER 2015 AND REAUTHORIZES THE ELEMENTARY AND SECONDARY EDUCATION ACT OF 1956 (ESEA), INCLUDES ADDITIONAL RIGHT-TO-KNOW REQUESTS. AT ANY TIME, PARENTS AND FAMILY MEMBERS CAN REQUEST:

- INFORMATION ON POLICIES REGARDING STUDENT PARTICIPATION IN ASSESSMENTS AND PROCEDURES FOR OPTING OUT, AND
- INFORMATION ON REQUIRED ASSESSMENTS THAT INCLUDE
    - SUBJECT MATTER TESTED,
    - PURPOSE OF THE TEST,
    - SOURCE OF THE REQUIREMENT (IF APPLICABLE),
    - AMOUNT OF TIME IT TAKES STUDENTS TO COMPLETE THE TEST, AND
    - TIME AND FORMAT OF DISSEMINATING RESULTS.

OUR STAFF IS COMMITTED TO HELPING YOUR CHILD DEVELOP THE ACADEMIC KNOWLEDGE AND CRITICAL THINKING HE/SHE NEEDS TO SUCCEED IN SCHOOL AND BEYOND. THAT COMMITMENT INCLUDES MAKING SURE THAT ALL OF OUR TEACHERS AND PARAPROFESSIONALS MEET APPLICABLE PENNSYLVANIA STATE REQUIREMENTS.

IF YOU HAVE ANY QUESTIONS ABOUT YOUR CHILD'S ASSIGNMENT TO A TEACHER OR PARAPROFESSIONAL, PLEASE CONTACT THE JSHS AT 724-857-7500 OR MR. RONNELL HEARD AT RCHEARD@QUIPSD.ORG OR MR. RODNEY HEARD AT RHEARD@QUIPSD.ORG.

SINCERELY, ***JSHS SCHOOL ADMINISTRATORS***

DISTRITO ESCOLAR DE ALIQUIPPA

100 HARDING CRA. ALGO, PA 15001 PIEDRA DE AFILAR: (724)857-7500 FAX: 724-857-7560

DERECHO DE LOS PADRES A SABER LA INFORMACIÓN REQUERIDA POR LA ESCUELA PRIMARIA Y LEY DE EDUCACIÓN SECUNDARIA (ESEA) [SECCIÓN 1112(E)(1)(A)] Y CADA LEY DE ÉXITO ESTUDIANTIL [SECCIÓN 1112(E)(1)(A)]

SEPTIEMBRE DE 2026

DOREJA PAGNO SON(S)/LNO IMPORTAGRAMOGUARDIÁN(S):

YNUESTRO HIJO ASISTE***ALIQUIPPAESCUELA SECUNDARIA SUPERIOR ESCUELA,***QUE RECIBEFEDERALTTÍTULOI FONDOS PARA AYUDAR A LOS ESTUDIANTES A CUMPLIR CON LOS ESTÁNDARES DE RENDIMIENTO ESTATALES. DURANTE TODO EL AÑO ESCOLAR,LE PROPORCIONAREMOS INFORMACIÓN IMPORTANTE SOBRE ESTA LEY Y SU HIJO/A.EDUCACIÓN. Esta carta le informa sobre su derecho a solicitar información sobre las cualificaciones del personal docente que trabaja con su hijo/a en el aula.

AT**ALIQUIPPAJSHS**, ESTAMOS MUY ORGULLOSOS DE NUESTROS MAESTROS Y CREEMOS QUE ESTÁN LISTOS PARA EL PRÓXIMO AÑO ESCOLAR Y ESTÁN PREPARADOS PARA BRINDARLE A SU HIJO UNA EDUCACIÓN DE ALTO NIVEL.EDUCACIÓN DE CALIDAD. AS ATTITUDES ESCUELA,DEBEMOS CUMPLIR CON LAS REGULACIONES FEDERALES RELACIONADAS CON LAS CALIFICACIONES DE LOS DOCENTES SEGÚN SE DEFINE EN ESEA. ESTAS REGULACIONES LE PERMITEN APRENDER MÁS SOBRE SU HIJO/A, PROFESORES, FORMACIÓN Y CREDENCIALES. ESTAMOS ENCANTADOS DE PROPORCIONARLE ESTA INFORMACIÓN. A CUALQUIER MOMENTO,PUEDES PREGUNTAR:

- ENSI EL MAESTRO CUMPLÍA CON LOS REQUISITOS ESTATALES DE CALIFICACIÓN Y CERTIFICACIÓN PARA EL NIVEL DE GRADO Y LA ASIGNATURA QUE IMPARTE./ELLA ESTÁ ENSEÑANDO,
- ENSI EL MAESTRO RECIBIÓ UN CERTIFICADO DE EMERGENCIA O CONDICIONAL, MEDIANTE EL CUAL SE EXIMIERON LOS REQUISITOS ESTATALES.,Y
- ¿EN QUÉ TÍTULOS DE PREGRADO O POSGRADO TIENE EL PROFESOR?RETENCIÓN, INCLUYENDO CERTIFICADOS DE POSGRADO Y TÍTULOS ADICIONALES,Y MAYOR(S)O ÁREA(S)DE CONCENTRACIÓN.

Y TAMBIÉN PUEDE PREGUNTAR SI SU HIJO RECIBE AYUDA DE UN AUXILIAR ESCOLAR. SI SU HIJO RECIBE ESTA AYUDA,PODEMOS PROPORCIONARLE INFORMACIÓN SOBRE EL AUXILIAR DOCENTE: CALIFICACIONES S.

TÉL Y MUY SALUMNOSUCCEEDSATC(ESO), QUE FUE PROMULGADA COMO LEY ENDECMAN2015Y REAUTILIZA LAPRIMARIAY SSECUNDARIAYEDUCACIÓNATC DE1956 (ESEA), INCLUYE DERECHOS ADICIONALES-A-SOLICITUDES DE CONOCIMIENTO. A CUALQUIER MOMENTO,LOS PADRES Y FAMILIARES PUEDEN SOLICITAR:

- INFORMACIÓN SOBRE LAS POLÍTICAS RELACIONADAS CON LA PARTICIPACIÓN DE LOS ESTUDIANTES EN LAS EVALUACIONES Y LOS PROCEDIMIENTOS PARA EXCLUIRSE DE LA PARTICIPACIÓN.,Y
- INFORMACIÓN SOBRE LAS EVALUACIONES REQUERIDAS QUE INCLUYEN
    - MATERIA EVALUADA,
    - OBJETIVO DE LA PRUEBA,
    - FUENTE DEL REQUISITO(SI CORRESPONDE),
    - TIEMPO QUE TARDAN LOS ESTUDIANTES EN COMPLETAR LA PRUEBA,Y
    - MOMENTO Y FORMATO DE DIFUSIÓN DE LOS RESULTADOS.

Nuestro personal está comprometido a ayudar a su hijo a desarrollar el conocimiento académico y el pensamiento crítico que necesita./ELLA NECESITA TRIUNFAR EN LA ESCUELA Y MÁS ALLÁ. TESTE COMPROMISO INCLUYE ASEGURARSE DE QUE TODOS NUESTROS MAESTROS Y AUXILIARES CUMPLAN CON LOS REQUISITOS APLICABLES.REQUISITOS DEL ESTADO DE PENNSYLVANIA.

SI TIENE ALGUNA PREGUNTA SOBRE LA ASIGNACIÓN DE SU HIJO A UN MAESTRO O AUXILIAR DOCENTE, POR FAVOR CONTACTE CON EL JSHS AL 724-857-7500 O CON EL SR. RONNELL HEARD ALRCHEARD@QUIPSD.ORG O El Sr. Rodney escuchó en RHEARD@QUIPSD.ORG.

ATENTAMENTE, ***JSHSADMINISTRADOR ESCOLARS***

Aliquippa Junior Senior High School
2026-27 TITLE I SCHOOL – PARENT – STUDENT COMPACT

The School-Parent-Student Compact will describe the compact and will be jointly developed with parents and family members, and the compact outlines how parents, the entire school staff, and students will share in the responsibility for improved student academic achievement and how the school, and the parents will build and develop partnerships to help children achieve the State's high standards *(ESSA, Section 1116(d)).*

School -

The school understands the importance of the school experience to every student and its role as educators and models. Therefore, the school agrees to carry out the following responsibilities to the best of its ability:

- Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the children served under this part to meet the challenging State academic standards (required)
- Address the importance of communication between teachers and parents on an ongoing basis, through, at a minimum—
    - Meet the Teacher Night, during which the compact shall be reviewed as it relates to the individual child's achievement
    - Parent-Teacher Conferences, as needed
    - Frequent reports to parents on their children's progress;
    - reasonable access to staff, opportunities to volunteer and participate in their child's classes, and observation of classroom activities; and
    - Ensuring regular two-way, meaningful communication between family members and school staff, and, to the extent practicable, in a language that family members can understand. (required) *(ESSA, Section 1116(d)(1-2))*
- Treat each child with dignity and respect
- Strive to address the individual needs of the student
- Acknowledge that parents are vital to the success of the child and the school
- Provide a safe, positive, and healthy learning environment
- Assure every student access to quality learning experiences
- Assure that the school staff communicates clear expectations for performance to both students and parents

Parent or Guardian -

The parent understands that participation in their student's education will help improve their achievement and attitude. Therefore, the parent will continue to carry out the following responsibilities to the best of his/her ability:

- Supporting their child's learning (required)
- Participating, as appropriate, in decisions relating to the education of their child and positive use of extracurricular time (required)
- Creating a home atmosphere that supports learning
- Send the student to school on time, well-fed, and well-rested regularly
- Attend school functions and conferences
- Encourage their child to show respect for all members of the school community and school property
- Review all school communications and respond promptly

Student - *(all school discretion to include items below)*

The student realizes education is important. He/she is the one responsible for his/her success. Therefore, he/she agrees to carry out the following responsibilities to the best of his/her ability:

- Get to school on time every day
- Develop a positive attitude toward school
- Be responsible for completing homework on time
- Be cooperative by carrying out the teacher's instructions, and be willing to ask for help when needed
- Do daily work that is neat and reflects the student's best effort
- Be respectful to all school members and to school property

Revised 2026

Escuela secundaria Aliquippa Junior Senior

2026-27 TÍTULO I PACTO ESCUELA – PADRES – ALUMNOS

El Pacto entre la escuela, los padres y los estudiantes describirá el pacto y se desarrollará conjuntamente con los padres y miembros de la familia, y el pacto describirá cómo los padres, todo el personal de la escuela y los estudiantes compartirán la responsabilidad de mejorar el rendimiento académico de los estudiantes y cómo la escuela y los padres construirán y desarrollarán asociaciones para ayudar a los niños a alcanzar los altos estándares del Estado. *(ESSA, Sección 1116(d)).*

Escuela -

El colegio comprende la importancia de la experiencia escolar para cada estudiante y su papel como educadores y modelos. Por lo tanto, se compromete a cumplir con las siguientes responsabilidades en la medida de sus posibilidades:

- Proporcionar un currículo e instrucción de alta calidad en un ambiente de aprendizaje de apoyo y eficaz que permita a los niños atendidos bajo esta parte cumplir con los exigentes estándares académicos estatales (obligatorios).
- Abordar la importancia de la comunicación entre profesores y padres de forma continua.,a través, como mínimo—
    - Noche de conocer al maestro,durante el cual se celebrará el pacto revisado en la medida en que el pacto se relaciona con el logro individual del niño
    - Conferencias de padres y maestros, según sea necesario
    - informes frecuentes a los padres sobre el progreso de sus hijos;
    - Acceso razonable al personal, oportunidades para ser voluntario y participar en las actividades de su hijo.clases,y observación de las actividades en el aula; y
    - Garantizar una comunicación regular, bidireccional y significativa entre los miembros de la familia y el personal de la escuela,y, en la medida de lo posible, en un idioma que los miembros de la familia puedan entender. (obligatorio)*(ESSA, Sección 1116(d)(1-2))*
- Tratar a cada niño con dignidad y respeto.
- Esforzarse por abordar las necesidades individuales del estudiante.
- Reconocer que los padres son vitales para el éxito del niño y de la escuela.
- Proporcionar un entorno de aprendizaje seguro, positivo y saludable.
- Garantizar a todos los estudiantes acceso a experiencias de aprendizaje de calidad
- Asegúrese de que el personal de la escuela comunique expectativas claras de desempeño tanto a los estudiantes como a los padres.

Padre o tutor ardiano -

El padre entiende que la participación en la educación de sus estudiantes ayudará a mejorar sus logros y actitud. Por lo tanto, el padre o la madre continuará cumpliendo con las siguientes responsabilidades lo mejor que pueda:

- Apoyando el aprendizaje de sus hijos (obligatorio)
- Participar, según corresponda, en las decisiones relacionadas con la educación de su hijo y el uso positivo del tiempo extracurricular (obligatorio)
- Crear un ambiente hogareño que apoye el aprendizaje
- Enviar al estudiante a la escuela a tiempo, bien alimentado y descansado regularmente.
- Asistir a funciones y conferencias escolares.
- Animar a su hijo a mostrar respeto por todos los miembros de la comunidad escolar y la propiedad escolar.
- Revisar todas las comunicaciones de la escuela y responder con prontitud.

Alumno -*(a discreción de la escuela incluir los elementos a continuación)*

El estudiante reconoce la importancia de la educación. Es responsable de su éxito. Por lo tanto, se compromete a cumplir con las siguientes responsabilidades lo mejor que pueda:

- Llegar a la escuela a tiempo todos los días.
- Desarrollar una actitud positiva hacia la escuela.
- Ser responsable de completar la tarea a tiempo.
- Sea cooperativo al llevar a cabo las instrucciones del maestro y esté dispuesto a pedir ayuda cuando sea necesario.
- Realizar diariamente un trabajo ordenado y que refleje el mejor esfuerzo del estudiante.
- Sea respetuoso con todos los miembros de la escuela y con la propiedad escolar.

Revisado en otoño de 2026

Aliquippa JSHS
2026-27 Title I Parent & Family Engagement Policy

Purpose: The Board recognizes that meaningful parent and family engagement contributes to the achievement of state academic standards by students participating in Title I programs. This policy, developed by Aliquippa Junior-Senior High School in collaboration with and agreed to by parents and family members, describes how parents and family members will be engaged at the school level.

Components: The school complies with federal law related to the engagement of parents and family members by detailing how the school will:

1. Involve parents and family members in the planning, review, and improvement of the school's Parent and Family Engagement Policy:

2. Convene an annual meeting at a convenient time:

   - To which all parents and family members of participating children shall be invited, and encouraged to attend;
   - To inform parents and family members of their school's participation as a Title I school; and
   - To explain the requirements and the rights of parents and family members to be involved.

3. Offer a flexible number of meetings in the morning and/or the evening, and may provide Title I funds, if sufficient, to facilitate parent and family members' attendance at meetings through payment of transportation, childcare costs, and/or refreshments.
4. Involve parents and family members, in an organized, ongoing, and timely way, in the planning, review, and improvement of the Title I program, including the planning, review, and improvement of the school's parent and family engagement program:

5. Provide parents and family members of participating children with timely information about the Title I program:

6. Provide parents and family members of participating children with a description and explanation of the curriculum in use at the school, the forms of academic assessments used to measure student progress, and the achievement levels of the state academic standards.

7. Provide, if requested by parents and family members, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions:

8. Involve parents and family members in the joint development of the Schoolwide Program Plan according to federal law.

9. Create a school-parent and family compact developed jointly with parents and family members, outlining how parents and family members, the entire school staff, and students will share in the responsibility for improved student academic achievement and how the school and the parents and family members will build and develop partnerships to help children achieve the state academic standards. The compact shall:

   - Describe the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning

environment that enables children in Title I programs to meet the state academic standards, and how each parent and family member will be responsible for supporting their children's learning; volunteering in their child's classroom; and participating, as appropriate, in decisions relating to the education of their children and positive use of extracurricular time and

- Address the importance of communication between teachers, parents, and family members on an ongoing basis through, at a minimum:
    - Teacher conferences with parents and family members in elementary school, at least annually, during which the compact shall be discussed as the compact relates to the individual child's achievement;
    - Frequent reports to parents and family members on their children's progress; ○
    - Reasonable access to staff, opportunities to volunteer and participate in their child's class, observation of classroom activities; and
    - Ensuring regular two-way, meaningful communication between parents and family members and school staff, in a language that parents and family members can understand.

10. Assist parents and family members in understanding the state academic standards, state and local academic assessments, and how to monitor a child's progress and work with teachers to improve the achievement of their children:

11. Provide materials and training to help parents and family members on how to work with their children to improve their children's achievement, such as literacy training and using technology, including education about the harms of copyright piracy, as appropriate, to foster parent and family involvement:

12. Educate teachers, specialized instructional support personnel, and other staff, with the assistance of parents and family members, in the value and utility of contributions of parents and family members, and in how to reach out to, communicate with, and work with parents and family members as equal partners, implement and coordinate parent programs, and build ties between parents and family members and the school:

13. To the extent feasible and appropriate, coordinate and integrate parent and family member involvement programs and activities with other federal, state, and local programs, including public preschool programs, and conduct other activities that encourage and support parents and family members in more fully participating in the education of their children:

14. Ensure that information related to school and parent and family member programs, meetings, and other activities is sent to the parents and family members of participating children in a format and in a language the parents and family members can understand:

15. Provide opportunities for the informed participation of parents and family members (including parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children):

16. Ensure distribution of the policy to all parents and family members with a child participating in a Title I program.

The Title I program shall provide communications, information, and school reports to parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children in a language and format they can understand.

Date Reviewed - March 2026

Escuela Secundaria Superior de Aliquippa
Política de participación de padres y familias del Título I para el período 2026-27

Objetivo: La Junta reconoce que la participación significativa de los padres y la familia contribuye al logro de los estándares académicos estatales por parte de los estudiantes que participan en los programas del Título I. Esta política, desarrollada por Aliquippa Junior — el centro de estudios secundarios, en colaboración con los padres y familiares y con su consentimiento, describe cómo se involucrará a los padres y familiares a nivel escolar. **Componentes:**La escuela cumple con la ley federal relacionada con la participación de los padres y familiares al detallar cómo la escuela:

1. Involucrar a los padres y familiares en la planificación, revisión y mejora de la Política de Participación de Padres y Familias de la escuela:

2.Convocar una reunión anual en un momento conveniente:

- •A la cual se invitará a todos los padres y familiares de los niños participantes, y se les animará a asistir;
- •Informar a los padres y familiares sobre la participación de su escuela como escuela Título I; y
- •Explicar los requisitos y los derechos de los padres y familiares para participar.

3. Ofrecer un número flexible de reuniones por la mañana y/o por la tarde, y puede proporcionar fondos del Título I, si son suficientes, para facilitar la asistencia de los padres y familiares a las reuniones mediante el pago del transporte, los gastos de cuidado de los niños y/o los refrigerios.
4. Involucrar a los padres y familiares, de manera organizada, continua y oportuna, en la planificación, revisión y mejora del programa del Título I, incluyendo la planificación, revisión y mejora del programa de participación de padres y familias de la escuela:

5. Proporcionar a los padres y familiares de los niños participantes información oportuna sobre el programa Título I:

6. Proporcionar a los padres y familiares de los niños participantes una descripción y explicación del plan de estudios que se utiliza en la escuela, las formas de evaluación académica utilizadas para medir el progreso de los estudiantes y los niveles de rendimiento del estado y estándares académicos.

7. Proporcionar, si así lo solicitan los padres y los miembros de la familia, oportunidades para celebrar reuniones periódicas con el fin de formular sugerencias y participar, según corresponda, en las decisiones relativas a la educación de sus hijos, y responder a dichas sugerencias:

8. Involucrar a los padres y familiares en el desarrollo conjunto del Plan del Programa Escolar.Yendo a la ley federal.

9. Crear un pacto entre la escuela, los padres y la familia, desarrollado conjuntamente con los padres y los miembros de la familia.,describiendo cómo los padres y los miembros de la familia, todo el personal de la escuela y los estudiantes compartirán la responsabilidad de mejorar el rendimiento académico de los estudiantes ycómoLa escuela, los padres y los familiares establecerán y desarrollarán alianzas para ayudar a los niños a alcanzar los estándares académicos estatales. El acuerdo deberá:

•Describa la responsabilidad de la escuela de proporcionar un currículo e instrucción de alta calidad en un entorno de aprendizaje eficaz y de apoyo que permita a los niños en programas del Título I cumplir con los estándares académicos estatales, ycómoCada padre y miembro de la familia será responsable de apoyar el aprendizaje de sus hijos; ser voluntario en el aula de su hijo; y participar, según corresponda, en las decisiones relacionadas con la educación de sus hijos y el uso positivo del tiempo extracurricular y

•Abordar la importancia de la comunicación continua entre maestros, padres y familiares mediante, como mínimo:

- Conferencias de maestros con padres y familiares en la escuela primaria bien, al menos anualmente, durante las cuales se discutirá el pacto en lo que respecta al logro individual del niño;
- Informes frecuentes a los padres y familiares sobre el progreso de sus hijos;el
- Acceso razonable al personal, oportunidades para ser voluntario y participar en la clase de su hijo, observación de las actividades en el aula; y
- Garantizar una comunicación regular, bidireccional y significativa entre los padres y familiares y el personal escolar, en un idioma que los padres y familiares puedan comprender.

10. Asistir para que los padres y familiares comprendan los estándares académicos estatales, las evaluaciones académicas estatales y locales, y cómo monitorear el progreso de un niño y trabajar con los maestros para mejorar el rendimiento de sus hijos:

11. Proporcionar materiales y capacitación para ayudar a los padres y familiares.sobre cómo trabajar con sus hijos para mejorar su rendimiento académico, por ejemplo, mediante la formación en lectoescritura y el uso de la tecnología.,incluyendo, según corresponda, información sobre los perjuicios de la piratería de derechos de autor para fomentar la participación de los padres y la familia:

12. Capacitar a los maestros, al personal especializado de apoyo a la instrucción y a otros miembros del personal, con la ayuda de los padres y familiares, sobre el valor y la utilidad de las contribuciones de los padres y familiares, y sobre cómo contactar, comunicarse y trabajar con los padres y familiares como socios iguales, implementar y coordinar programas para padres y construir vínculos entre los padres y familiares y la escuela:

13. En la medida de lo posible y apropiado, coordinar e integrar los programas y actividades de participación de padres y familiares con otros programas federales, estatales y locales.,incluyendo programas preescolares públicos, y llevar a cabo otras actividades que animen y apoyen a los padres y familiares para que participen más plenamente en la educación de sus hijos:

14. Asegúrese de que la información relacionada con los programas, reuniones y otras actividades escolares, para padres y familiares se envíe a los padres y familiares de los niños participantes en un formato y en un idioma que puedan comprender:

15. Brindar oportunidades para la participación informada de los padres y familiares (incluidos los padres y familiares con dominio limitado del inglés, los padres y familiares con discapacidades y los padres y familiares de niños migrantes):

16. Asegurar la distribución de la política a todos los padres y miembros de la familia con un niño que participe en un programa del Título I.

El programa del Título I proporcionará comunicaciones, información e informes escolares a los padres y familiares con dominio limitado del inglés, a los padres y familiares con discapacidades, y a los padres y familiares de niños migrantes, en un idioma y formato que puedan comprender. **Fecha Revisado-2026**

ALIQUIPPA DISTRITO
POLÍTICA DE PARTICIPACIÓN DE LA FAMILIA DE PADRES DE TÍTULO I

PROPÓSITO

Aliquippa distrito escolar Junta de educación reconoce y se compromete a la creencia de que todos los niños pueden aprender y reconoce que los padres comparten el compromiso de la escuela para el éxito educativo de sus hijos.
La Junta reconoce que una educación es una responsabilidad compartida por la escuela y la familia y está de acuerdo en que para educar a todos los estudiantes con eficacia, las escuelas y los padres tienen que trabajar como socios bien informados.
Además, la Junta reconoce la participación de padres y familia como un proceso continuo que ayuda a padres y familias para cumplir con su obligación básica como primer educador de sus hijos promueve diálogo clara bidireccional entre hogar y escuela y apoya a los padres como los líderes y tomadores de decisiones en todos los niveles con respecto a la educación de sus hijos.

REQUISITOS DEL TÍTULO I

Aliquippa distrito deberán incorporar título I, parte A las actividades de participación en esta política, programas y prácticas para los padres y los padres estén informados acerca de la oportunidad de participar en comunicación significativa dos vías regular que aprendizaje académico de estudiante y otras actividades escolares. El distrito garantizará que los padres son socios en la educación de sus hijos y están incluidas, según proceda en la decisión – hacer y recomendar la asignación de recursos y presentes en comités para ayudar en la educación de sus hijos y que de todos los alumnos de la escuela.

DIRECTRICES

La política del distrito escolar Aliquippa de que participación en el título de los padres es programa de toda la escuela es una parte integral de la esencia del programa. Se realizará las siguientes actividades bajo la dirección de la Junta de escuela Aliquippa y el Consejo Asesor de padres. Tanto, los padres participarán en el programa de título I a través de una variedad de actividades y parte de la toma de decisiones según sea necesario.

REQUISITOS

La política del distrito escolar Aliquippa de que participación en el título de los padres es el programa schoolwide K-12 es parte integral del éxito del distrito. También es importante que los padres en los grados 9- 12 participar activamente en el distrito de Consejo Asesor de los padres y estar involucrado en una variedad de actividades, incluyendo pero no limitado a:

- Participación de los padres en el desarrollo de todos los planes de toda la escuela distrito incluyendo

la política de participación de padres y compacto

Revisión 2023/2024

- Revisión periódica de la política existente y realizar cambios según lo recomendado por el Consejo Asesor Escolar o padre
- Participación activa y continua asistencia y capacitación a los padres por el distrito a través de fondos federales, estatales y locales
- Cada escuela promoverá la participación de los padres de en curso a través de talleres para padres, conferencias, alfabetización de adultos y otras actividades de colaboración
- Distrito y Consejo Asesor coordinará todas las actividades para incluir la participación activa de todos los padres del distrito, así como miembros de la comunidad de Head Start, biblioteca BF Jones y otras organizaciones locales
- Distrito encuestas y otros instrumentos de medición de todas las partes interesadas para determinar la participación de los padres en general significativo durante el curso del año escolar y utilizar la información para desarrollar nuevas estrategias para mejorar la participación activa de los padres
- Utilizar ideas de nuestros padres en el Consejo Consultivo de Pensilvania estado padre para ayudar a aumentar la participación de los padres y para asegurarse de que el distrito está promoviendo participación conforme a No ChildLeftBehind y ESSA - cada estudiante tiene éxito ley cambios durante el año de la escuela de 2018-2019

La asociacion entre el hogar y la escuela se estudios a traves del compromiso y participaciónactiva de la casa, escuela y comunidad.

ALIQUIPPA SCHOOL DISTRICT

2026-27 Title I Complaint Resolution Policy

Introduction

On December 10, 2015, a new Federal education law was signed by the President. This law, the Every Student Succeeds Act (ESSA), requires schools that receive federal Title I A funding to adopt written procedures for resolving complaints filed.

Definition

A "complaint" is a written, signed statement filed by an individual or an organization. It must include:

a) A statement that a school has violated a requirement of federal statute or regulation that applies to Title I.

b) The facts on which the statement is based.

c) Information on any discussions, meetings, or correspondence with a school regarding the complaint.

Complaint Resolution Procedures

1) **Referral** – Complaints against schools should be referred to the District's Federal/State Programs Office:
Mrs. Renee Bufalini, Federal Programs Coordinator, 800 21st Street, Aliquippa, PA 15001.

2) **Notice to School** – The Federal/State Programs Office will notify the school Superintendent and Principal that a complaint has been received. A copy of the complaint will be given to the Superintendent and Principal, with directions given for the Principal to respond.

3) **Investigation** – After receiving the Principal's response, the Federal/State Programs Office, along with the Superintendent, will determine whether further investigation is necessary. If necessary, the Federal/State Programs Coordinator and the Superintendent may do an on-site investigation at the school.

4) **Opportunity to Present Evidence** – The Federal/State Programs Coordinator may provide for the complainant and the Principal to present evidence.

5) **Report and Recommended Resolution** – Once the Federal/State Programs Coordinator has completed the investigation and the taking of evidence, a report will be prepared with a recommendation for resolving the complaint. The report will give the name of the party bringing the complaint, the nature of the complaint, a summary of the investigation, the recommended resolution, and the reasons for their recommendation. Copies of the report will be issued to all parties involved. The recommended resolution will take effect upon the issuance of the report.

6) **Follow-up** – The Federal/State Programs Coordinator and the Superintendent will ensure that the resolution of the complaint is implemented.

7) **Time Limit** – The period between the Federal/State Programs Coordinator receiving the complaint and the resolution of the complaint shall not exceed sixty (60) calendar days.

8) **Right to Appeal** – Either party may appeal the final resolution to the Department of Education. Appeals should be addressed as follows:

Mrs. Renee Bufalini, Federal Programs Coordinator
Aliquippa School District
800 21st Street, Aliquippa, PA 15001 724-857-7500 ext. 2215

Parent / Guardian Signature Page

Please Read and Sign

This handbook has been prepared to inform you about the Aliquippa Junior/Senior High School. You will find the rules and regulations that govern the day-to-day operations of our school in this booklet. You will also find important information that everyone needs to know and understand.

Read this handbook carefully. Don't wait! Be sure you understand everything in it.

Parent/Guardian must sign the bottom of this form and each student is to return the page to his/her teacher by **September 5, 2025.**

PLEASE PRINT NAME OF STUDENT:

_____

LAST NAME FIRST NAME

I HAVE READ THE STUDENT/PARENT HANDBOOK AND UNDERSTAND ITS CONTENTS.

_____

SIGNATURE OF PARENT/GUARDIAN

PLEASE RETURN THIS FORM TO YOUR CHILD'S HOMEROOM TEACHER BY SEPTEMBER 5, 2025.

IF THIS FORM IS NOT RETURNED, IT WILL BE ASSUMED THAT YOUR HAVE READ AND UNDERSTAND THE CONTENTS OF THIS HANDBOOK.

Alma Mater

Wave, Red and Black,
forever wave; Unfurl aloft
our fairest name.

Wave, Red and Black,
forever wave; We praise
thy virtuous fame.

Fight on to conquer for
our banner, And may our
spirit never die.

Wave, Red and Black,
forever wave, For
ALIQUIPPA HIGH.