



STUDENT HANDBOOK
2008-2009

CAMERON COUNTY HIGH SCHOOL
814-486-4000

This agenda belongs to:

Name _____

Address _____

City/Town _____ Zip _____

Phone _____

Student No. _____

Homeroom No. _____

CAMERON COUNTY SCHOOL DISTRICT

EMPORIUM, PA 15834

School Calendar

2008-2009

<u>Month</u>	<u>Day</u>	<u>Explanation</u>
August 21st & 22nd	Thursday & Friday	In-Service & Development
August 25th	Monday	First Day of School
September 1st	Monday	Labor Day
September 26th	Friday	Act 80 Day Early Dismissal 12:10
October 13th	Monday	In-Service
October 24th	Friday	Act 80 Day Early Dismissal 12:10
November 27th & 28th	Thursday & Friday	Thanksgiving Vacation
December 1st & 2nd	Monday & Tuesday	Deer Season
Dec. 22nd -Jan. 2nd	Monday thru Friday	Christmas-return
January 19th	Monday	In-Service
January 30th	Friday	Act 80 Day Early Dismissal 12:10
February 13th & 16th	Friday & Monday	President's Day/Make-up
March 13th & 16th	Friday & Monday	Spring Break/Make-up
April 10th thru 13th	Friday thru Monday	Easter Break
May 8th	Friday	Act 80 Day Early Dismissal 12:10
May 25th	Monday	Memorial Day
June 4th	Thursday	In-Service
June 5th	Friday	Last Day / Graduation

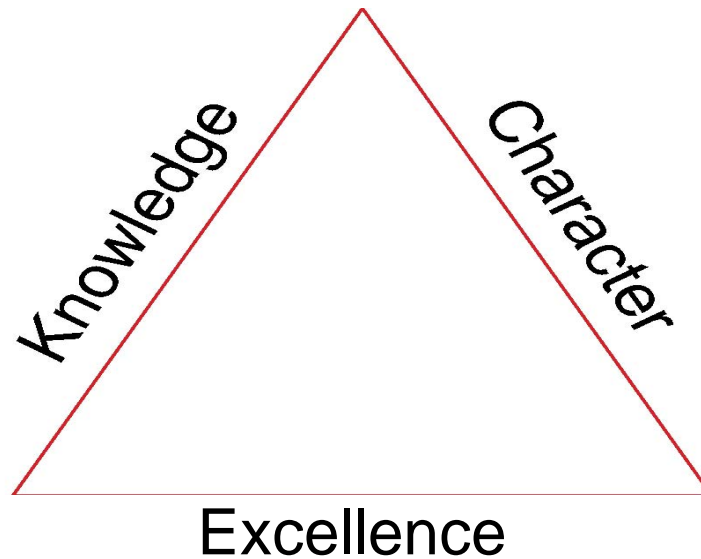
One-hour early dismissal preceding Thanksgiving, Christmas and Easter recesses. In the event the school is cancelled for emergencies, make-up days will be scheduled in the following sequence: February 13th, February 16th, March 13th and March 16th, 2008. The Administration reserves the right to alter the above schedule should circumstances require it.

ATTENDANCE DAYS

<i>Month</i>	<i>Students</i>	<i>Teachers</i>
August	5	7
September	21	21
October	22	23
November	18	18
December	13	13
January	19	20
February	18	18
March	20	20
April	20	20
May	20	20
June	4	5
<i>TOTALS</i>	<i>180</i>	<i>185</i>

MISSION STATEMENT OF THE CAMERON COUNTY SCHOOL DISTRICT

“The Cameron County School District is a community dedicated to the pursuit of knowledge, character, and excellence. Through a system of shared responsibility, the Cameron County School District will strive to prepare students to function as responsible, productive citizens in a constantly changing world.”



Pride ▲ Excellence ▲ Citizenship ▲ Manners

Revised: 2008

Board of Directors

Mr. Robert Lininger	President
Mr. Dale Lewis	Vice-President
Mrs. Amber Beldin	Member
Mr. Nick Botera	Member
Mrs. Kathy Glasl	Member/Treasurer
Mrs. Annetta Horning	Member
Mrs. Michele Rodich	Member
Mrs. Kristine Umble	Member
Mrs. Missy Whitcomb	Member
Mr. Carl Mitchell	Board Secretary

Administration

Mr. Clyde Moate	Superintendent
Mrs. Patricia Schwer	Principal
Mrs. Christine Holjencin	Assistant Principal K-12 Curriculum Coordinator
Mr. Carl Mitchell	Business Manager

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CAMERON COUNTY HIGH SCHOOL

Family Friendly Schools

601 Woodland AvePhone: 814-486-4000
Emporium, Pennsylvania 15834FAX: 814-486-4003
Or: 814-486-4006

Message from the Principal

Cameron County High School
601 Woodland Avenue
Emporium, PA 15834

Dear Parents and Students,

It is with pleasure to welcome you to the 2008-09 school year. You are an important part of the Cameron County School community. Within this community, you have access to curriculum, activities and facilities, which are designed to provide you with the educational foundation and opportunities for your future plans.

The purpose of this handbook is to help you and your families recognize and understand the rules and regulations of Cameron County High School. There have been a few minor changes, but it is your responsibility to read and review this information with your parents.

Remember life is what you make of it. There are many opportunities for you. It is up to you to meet those challenges whether it be in the area of academics, sports and activities, or just being a citizen in our community. Get involved in your school community.

If you have any questions or concerns share them with the faculty and administration of the high school. I hope you have a successful and educational school year.

Sincerely,

Mrs. Patricia Schwer
Principal

"In Pursuit of Excellence"
An Equal Opportunity Employer'

Students Rights and Responsibilities

All Students have these Rights . . .

- To be safe
- To be respected as individuals
- To be treated fairly and without prejudice
- To learn without disturbance or distraction
- To have personal property respected and protected
- To express views and to be heard
- To be exposed to competent teachers and positive adult role models
- To be challenged with materials and instructional techniques commensurate with their abilities and learning styles
- To be free from harassment
- To learn in a drug-free, smoke-free, and violence-free environment
- To be called what they choose (i.e. African American, Hispanic, Asian American, etc.)
- To have access to appropriate grievance procedures

All Students have these Responsibilities . . .

- To treat others fairly and without prejudice
- To obey laws and comply with school rules
- To respect other people's rights, property, and reputations
- To contribute to a positive and safe school environment
- To participate in their own learning (i.e., to strive to learn to the best of their abilities)
- To respect and maintain school property
- To attend school regularly
- To avoid violent behavior
- To take education seriously
- To dress and use language appropriate to a businesslike learning environment
- To practice civility and to show respect in all dealing with peers and adults in the school

All Students with Disabilities have these Rights . . .

- To a free public education
- To an education in the least restrictive environment (i.e., inclusion in the mainstream wherever possible)
- To parent and student input into the development of an appropriate Individual Education Plan (IEP).
- To a periodic review of the appropriateness of the IEP and applicable special education programs and services
- To changes in placement only in accord with prescribed procedures
- To remain in existing placements until any special education complaint is resolved
- To a hearing (public or private) and/or mediation services to resolve disputes about placement or programming
- To physical access to all appropriate programs, services, and facilities

Objectives of Cameron County High School

To attain our stated philosophy, we have set forth the following objectives:

1. To develop a respect for the worth of all nations, races and creeds.
2. To develop those traits which will aid youth in becoming worthy citizens of the home, community and nation.
3. To develop an appreciation of our American Heritage.
4. To encourage standards of conduct that will enable students to live and work in harmony with other people.
5. To encourage and understanding and appreciation of the arts.
6. To provide for individual needs, interests, and abilities.
7. To provide those facilities, specialists, and services necessary for the full development of individual capabilities.
8. To help every student prepare for a world of rapid change and unforeseeable demands in which continuing education throughout adult life should be a normal expectation.
9. To develop marketable skills in trades, industrial arts and technology.
10. To provide students with multidimensional experiences of learning.

Common Core Goals

Self- Worth:

Public schools should help students develop capabilities, talents, self-understanding and a feeling of self-worth and acknowledge students for the effort and achievement.

Information and Thinking Skills:

Public schools should help students develop the skills necessary to locate and manage information, solve problems and make decisions, including the processes of analysis, synthesis, creativity and evaluation.

Learning Independently and Collaboratively:

Public schools should encourage students to become independent life-long learners and to collaborate with others in developing knowledge, skills and new ideas.

Adaptability to Change:

Public schools prepare students to grow and develop in a world in which change is normal and constant.

Ethical Judgment:

Public schools teach students the importance of making ethical judgments for the common good.

Honesty, Responsibility and Tolerance:

All individuals should be provided with realistic challenges in order to prepare themselves for the moral, intellectual, social, technological, and physical demands of today's society.

Wellness and Fitness:

Each student shall acquire and use the knowledge and skills necessary to obtain physical, social, emotional and mental well-being.

Academic Goals

Communication:

Each student shall become proficient in reading, composition, listening, speech, understanding, interpreting, analyzing and synthesizing information.

Mathematics:

Each student shall become proficient in the use of varied mathematical processes and applications to solve challenging problems and to create new ways of understanding information.

Science and Technology:

Each student shall become proficient in applying the processes of analysis, synthesis and evaluation to the solution of challenging scientific problems and in the application and understanding of technology in society.

Environment and Biology:

Each student shall understand the environment and student's ecological relationship with it in order to recognize the importance of the quality of life in a health and balanced environment.

Citizenship:

Each student shall understand Local, State and United States history, geography, systems of government and economics and their relationship to the history, geography, systems of government and economics of other countries in the world and shall acquire and have opportunities to practice, in the school and in the community, the skills necessary for active participation in civic life.

Arts and Humanities:

Each student shall understand and appreciate the breadth of human accomplishment through the arts and humanities and shall have opportunities to practice creativity of thought and action and to demonstrate talents in the arts.

Career Education and Work:

Each student shall explore varied career options and develop the skills and work habits needed to be a productive, contributing member of society and the understanding that lifelong learning is necessary to maintain those behaviors, skills and attitudes.

Wellness and Fitness:

Each student shall acquire and use the knowledge and skills necessary to promote individual and family health and wellness.

Family and Consumer Sciences:

Each student shall understand and apply principles of money management, consumer behavior and child health and development to provide for personal and family needs.

Cameron County High School Staff

Mr. Clyde Moate, Superintendent

Mrs. Patricia Schwer, Principal

Mrs. Christine Holjencin, Assistant Principal K-12, Curriculum Coordinator

Miss Kristina Ace German
Mrs. Robin Agliardo School Nurse
Miss Carla Andrews Science
Mr. Daniel Bennett Science
Mr. Aaron Bowes Social Studies
Mrs. Mandy Bresslin Spanish
Mrs. Carrie Copp Business
Mrs. Rebecca Darr Mathematics
Mrs. Marilyn Deppen Reading/English
Mr. William Faulk Biology
Mr. John Fragale Health/Phys. Ed
Mrs. Daphne Garzel Mathematics
Ms. Brandi Gay Music
Mr. Thomas Glosek Social Studies
Mrs. Tashine Groeger Art
Mrs. Jessica Grovanz English
Mrs. Mary Lou Grom Family/Consumer Science
Mr. Franklin Harpster Technology Ed.
Ms. Charlena Hibbler Library/Media Specialist
Mrs. Janet Howard Health/Phys. Ed.
Mrs. Barbara Keller Special Education
Mrs. Nancy Kuhn English
Mr. Patrick Lewis Guidance
Miss Emily Meier Special Education
Mrs. Mary Meisel Business
Mrs. Nicole Meyer Special Education
Mrs. Dawn Mountain Geometry
Mrs. Mary O'Connor Mathematics
Mrs. Bonita Petruzzi Science
Mr. John Pontzer English
Mrs. Allison Rettger Family/Consumer Science
Mrs. Shirley Schwabenbauer Special Education
Mr. Daniel Sensenig Music
Mr. Donald Sestina Social Studies
Mr. Richard Sines Technology Ed.
Mr. Jason Sloppy Social Studies
Mrs. Beverly Walker Guidance
Mr. Sean Welch Mathematics/ Physics
Mr. James Zoschg Technology Ed.

Student Records- Notification of Rights under FERPA

The School District maintains a cumulative student record for each child. This information is kept in order to assist the day-to-day operations of the educational programs and to meet the requirements of federal and state laws. The information regarding each child includes student identification and attendance data, information on academic progress and performance and results of standardized tests taken by secondary students on a voluntary basis, usually for college entrance purposes are also recorded. Disciplinary records, certain juvenile history record information and student health records also are maintained as required by state law.

The Family Education Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records.

They are:

- 1) The right to inspect and review the student's education records within 45 days the District receives a request for the access. Parents or eligible students should submit to the school principal a written request that identifies the record(s) they wish to inspect. The principal will make arrangements for the time and place where the records may be inspected.
- 2) The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading. Parents or eligible students may ask the School District to amend records they believe are inaccurate or misleading. They should write the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading.
- 3) The right to consent to disclosure of personally identifiable information contained in the student's education records, except to the extent the FERPA authorized 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 as administrator, supervisor, instructor, or support staff member (including health or medical staff); a person serving on the School Board; a member of the District's law enforcement unit; a person or company with whom the District has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); 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 or her professional responsibility. Under FERPA, the District also may disclose, without consent, "directory information" concerning a student. For example, directory information may be included in publications such as sports programs, newspapers, radio, and television news releases, awards and graduation programs and other school publications. Certain directory information may also be disclosed, upon request, to colleges and universities and military recruiters. Directory information is information not generally considered harmful or an invasion of privacy if disclosed, including but not limited to the students name, address, telephone number, e-mail address, photograph, date and place of birth, major fields of study, grade level, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received and other similar information. Parents who wish to have their children exempted from publication or other disclosures of directory information may do so by letter to the school principal.
- 4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the Districts to comply with the requirements of FERPA. The name and address of the office that administers FERPA is: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Ave, SW, Washington DC 20202-4605

Title IX

All activities and courses, including Industrial Arts, Vocational Technical Education, Family & Consumer Science, and Physical Education courses at Cameron County High School are available to all students as required by Title VI, Title IX and Section 504. If there are prerequisites, they are based on your ability and aptitude, not on your race, color, national origin, sex or any disability. If you are physically or mentally disabled, you may qualify for special services and instructions, and equipment modification so you can successfully complete the course or participate in an activity.

If you have questions about equal educational opportunities or complaints of harassment or discrimination, contact:
**Mr. Carl Mitchell, Business Manager, Title IX Coordinator and Section 504 Coordinator, at Cameron County High School, 601 Woodland Ave, Emporium PA 15834
(814) 486-4000**

Attendance/Absence/Excuses

Compulsory Attendance Law of the State of Pennsylvania

The “Compulsory School Age” in the Commonwealth of Pennsylvania, is that period of the child’s life from the time the child’s parents elect to have the child enter school, which shall not be later than age eight (8) until the age of seventeen. Any child past sixteen years of age who hold a certificate of graduation from an accredited senior high school is not subject to its provisions.

Irregular attendance at school is one of the most common causes of failure. Even though a student may try to “make-up” what has been missed, it is almost impossible to duplicate the experiences that occur within the regular classroom lesson.

The State Law is very strict in regard to children’s absence from school. Illness of the child, death in the family and extreme emergency situations are the only valid reason for absence that the State will accept as legal excuses.

Provisions for Enforcement

First Offense (State School Code 1354)

A First offense consists of three (3) or more days of student absence without a legal excuse. Upon three days of illegal absence, it is the responsibility of the school to provide a written notice to parents. The official notice of violation will be delivered by certified mail.

Second Offense (State School Code 1333)

After the first offense is closed, the next day during the school year that the child is unlawfully absent becomes a second offense and requires the serving of a warrant on the parent or guardian through the local District Justice office, and results in a fine and court costs. The service of the warrant closes the second offense. Each succeeding day of unlawful absence by the same pupil becomes another second offense.

Student Absences, Related to Public Performance and Practice

Students absent on a school day, cannot participate, practice, or attend a public program, dance or scheduled athletic contest during the evening of that day. If a student is absent on Friday, that student may not participate or practice in a public program and/or scheduled athletic contest on Saturday. An exception will be a school sponsored field trip or activity.

Act 29

Act 29 extensively revised provisions for truancy. The law raises to \$300 the fine for truancy placed on parents and requires them to pay court costs or be sentenced to complete a parenting education program. Both the truant child and parent must appear at a hearing before the District Justice.

If the parents show that reasonable steps were taken to ensure the attendance of the child, they will not be convicted of a summary offense. If the parents are not convicted and child continues to be truant, the child can be fined up to \$300 or be assigned an adjudication alternative program. The law grants arrest powers to attendance officers.

Act 29 also removes from truant juveniles, their driving privileges for 90 days for a first offense and six (6) months for a second, while juveniles who are unlicensed are prohibited from applying for a learner’s permit for 90 days (first offense) or six (6) months (second offense) after their 16th birthday.

Tardiness “A Little Is Too Late”

Tardiness to school is greatly discouraged due to the impact on the learning process and the fact that tardies become part of the permanent record. Each student is expected to be in homeroom and class when the tardy bell rings. **If tardy to school, a student is expected to report to the main office and sign in to obtain an admittance slip.** This must be accomplished regardless of the time you arrive. Excuses are required as the student reports tardy. If a medical excuse is required for an absence, a medical excuse is required for a tardy to be considered excused. Students arriving after 11:30 a.m. will be considered absent for ½ day. If this is an unexcused absence, students will face administrative disciplinary consequences.

To provide better security, from the hours of 8:30 a.m. to 2:45 p.m., students, parents, and visitors, are to use the door nearest the high school office at the front of the building. Individuals will NOT be signaled in the back loading zone entrance. It can be used until 8:30 a.m. and after 2:45 p.m.

Students that are habitually tardy will be subject to detention or In-School Suspension (ISS), according to the Discipline Code.

Athletes are expected to be at school on time for the day of or day after a sporting event. If this is habitual, the athlete may be in jeopardy of athletic participation.

Excuses

Students who have been absent from school are required to bring a signed excuse to school the day immediately upon returning after the absence. This excuse is to contain the following information: 1) date(s) of absence; 2) reason for absence; 3) signature of parent or guardian. These excuses are to be presented at the counter in the main office between 8:00 a.m. and 8:07 a.m. that morning or when arriving for the afternoon session. If excuses are not presented within three (3) days upon returning to school, absences will be considered illegal or unexcused.

Students who have reached their eighteenth birthday and are living with their parents or guardian are still required to present to the office a written statement signed by their parent or guardian stating the reason for the absence/tardy.

Unless specifically required of particular students, doctor’s excuses are NOT needed after absence from school for the following reasons: common colds, chicken pox, mumps, whooping cough, injury, or other common complaints. However, in the case of communicable diseases, the student must remain out of school and away from school functions for the following periods of time as required by the Pennsylvania Department of Health: chicken pox (until crust disappears); German measles; (six days from onset of rash); measles (six days from onset of rash); mumps (ten days or until swelling has subsided); whooping cough (four weeks from onset).

If a student is sent home from school because of symptoms of any contagious disease, readmission to school before the indicated number of days can be made only if a doctor states in writing that the student is well and does not carry any contagious disease. Students who have diphtheria, meningitis, polio, scarlet fever, small pox, tonsillitis, impetigo and other infectious skin diseases shall not be readmitted except upon the presentation of a certificate of recovery from a physician. There are other diseases of a more rare nature that also requires a doctor’s certificate. When in doubt, parents should call the school nurse.

Excuses are classified as “excused” and “illegal” or “unexcused” according to the reason offered for the absence. The School Law lists the following reasons as “excused” absences: (1) illness to the student; (2) quarantine of the home; (3) death in the immediate family; (4) impassable roads; (5) exceptionally urgent reasons. All other absences/tardies are “illegal” or “unexcused” including those for which no written excuse is presented to the main office. All absences, which are classified as illegal, unlawful, or unexcused, will be considered days for which no work will be made up. Doctor’s excuses may be required for those students who are frequently absent from school and claim illness as the reason for their absence.

The Cameron County School District stresses the importance of doctor’s and dentist’s appointments being made after school or during non-school times whenever possible. It is important that the school nurse be informed of the ongoing medical problems by documentation in order to keep accurate records.

After a student under the age of seventeen years has accumulated a total of three (3) days of “illegal or unexcused” absences, the matter is turned over to the attendance officer. The attendance officer will then serve a notice on the parent or guardian stating that, in the event the student is illegally absent from school again in any time during the school year, the parent or guardian is subject to arrest under the compulsory Attendance Laws of Pennsylvania. Students over the age of seventeen who accumulate three (3) days of “unexcused” absences will be investigated. In such cases appropriate action will be instituted with the student and the parent or guardian.

Any student who enters school property and then leaves without permission will be considered truant.

Early Excusal

Parents, who for some urgent reason need to have their child excused from school earlier than the afternoon dismissal hour, are required to write a note stating the time and reason the student is to be excused.

Appointment cards listing time of an appointment from the doctor or dentist will be accepted as valid excuses.
No student will be permitted to leave the building without meeting the previously stated requirements.

Permission to leave school early must be obtained before first period in the morning in the main office. If possible students must return to school immediately following medical/dental appointments. If it is necessary for an early dismissal to be called into the school, a parent or guardian must pick the child up at the office for dismissal. The parent will present an excuse at the time of pick up.

After students have obtained permission at the office, they must notify teachers of their absence and have the teacher sign their early excusal pass. When they have their early dismissal pass signed by their classroom teacher, students must turn in their homework of the day and get assignments for the time they will be absent from class. Late arrivals are responsible to contact the teacher of the classes they missed and turn in any homework and get assignments missed.

New regulations provide excused absence for students taking educational tours or trips, not school sponsored up to 5 days,. However, students must obtain a parental Request For Educational Tours and Trips form at the principal's office. This form must be filled out and approved by the principal prior to the trip.

Lateness for Class

Lateness for class will not be tolerated. If students are late for class, they will be subject to receiving hall pass restriction and/or teacher detention. In the event such lateness continues, students will be subject to suspension from school or in-school suspension. (Refer to the discipline section)

Schedule Information

Emergency School Closing

The Superintendent of School or his designee shall make a decision concerning the closing of school due to weather conditions or unforeseen circumstances. The decision will be made no later than 6:15a.m.

The concept of delayed school openings will be used. One-hour delay openings or two-hour delay openings will be used if at all possible. If it becomes necessary to postpone or close school, area radio/television stations shall be notified and requested to broadcast information regarding the delay.

Parents, teachers, pupils and other school employees should attempt to get more information concerning the closing of school or the postponing of the opening of school on the following radio/television stations:

WLEM-WQKY.....	EMPORIUM (12.50)	486-3712
WKBI.....	ST.MARY'S(94.9)	814- 834-2821
WPSX-TV.....	CHNL 3	800-330-9778
WTAJ-TV	CHNL 10	800-762-6053

Time Schedules

Regular Schedule Day

Regular Eight (8) Period Day

Students may enter main hallways – 7:55 a.m.

Teachers Report – 7:55 a.m.

TARDY BELL – 8:02 a.m.

Period 1..... 8:02 - 8:54
Period 2..... 8:57 - 9:43
Period 3..... 9:46 - 10:32

GROUP I

LUNCH..... 10:35 – 11:05

Period 4..... 11:08 - 11:54
Period 5..... 11:57 - 12:43

GROUP II

Period 4..... 10:35 - 11:21

LUNCH..... 11:24 - 11:54

Period 5..... 11:57 - 12:43

GROUP III

Period 4..... 10:35 - 11:21

Period 5..... 11:24 - 12:10

LUNCH..... 12:13 - 12:43

Period 6..... 12:46 - 1:32

Period 7..... 1:35 - 2:21

Period 8..... 2:24 - 3:10

Regular School Day
Activity A Schedule

Students may enter main hallways – 7:55 a.m.

Teachers Report – 7:55 a.m.

TARDY BELL – 8:02 a.m.

Period 1..... 8:02 - 8:48
Period 2..... 8:51 - 9:32
Period 3..... 9:35 - 10:16

ACTIVITY A 10:19 - 10:57

1st LUNCH

LUNCH..... 11:00 – 11:30

Period 4..... 11:33 - 12:14

Period 5..... 12:17 - 12:58

2nd LUNCH

Period 4..... 11:00 - 11:41

LUNCH..... 11:44 - 12:14

Period 5..... 12:17 - 12:58

3rd LUNCH

Period 4..... 11:00 - 11:41

Period 5..... 11:44 - 12:25

LUNCH..... 12:28 - 12:58

Period 6..... 1:01 - 1:42

Period 7..... 1:45 - 2:26

Period 8..... 2:29 - 3:10

**Regular School Day
Activity C Schedule**

Students may enter main hallways – 7:55 a.m.

Teachers Report – 7:55 a.m.

TARDY BELL – 8:02 a.m.

Period 1..... 8:02 - 8:54
Period 2..... 8:57 - 9:43
Period 3..... 9:46 - 10:32

1st LUNCH

LUNCH..... 10:35 – 11:05
Period 4..... 11:08 - 11:54
Period 5..... 11:57 - 12:40

2nd LUNCH

Period 4..... 10:35 - 11:21
LUNCH..... 11:24 - 11:54
Period 5..... 11:57 - 12:40

3rd LUNCH

Period 4..... 10:35 - 11:21
Period 5..... 11:24 - 12:07
LUNCH..... 12:10 - 12:40

Period 6..... 12:43 - 1:17
Period 7..... 1:20 - 1:54
Period 8..... 1:57 - 2:31

ACTIVITY C 2:32 - 3:10

Awards/Courses & Requirements

Awards

Academic awards will be given to those students who have achieved the following:

Highest Honors - Students who have a 93% or higher in all subjects will be eligible for high honors.

Honors – Students who have achieved at least an 85% in all subjects will be eligible for honors.

Course Registration

Students should have a copy of the course description booklet to help them make course selections in consultation with parents/guardians and counselors. All ninth grade students will tour the Seneca Highlands Vocational School. Senior students may have the opportunity to participate in the Coop Work Program. Remember: changes in courses after the close of the registration period will be made **only** for misplacement or administrative error.

Grading Policy

The following information pertains to the numerical grading policy for Cameron County High School:

1. All courses will use a numerical system of grading as follows:

93	-	100	=	A
85	-	92	=	B
76	-	84	=	C
70	-	75	=	D
69	and below		=	F
I			=	Incomplete
M			=	Medical
W			=	Withdraw

2. During the first nine-week grading period, the lowest final average given to a student will be a 60%.
3. During the second, third, and fourth grading periods, the student will receive the grade he/she earns.

Graduation Requirements

Graduation requirements, as approved by the Cameron County Board of School Directors, mandate that students begin earning credits for graduation in grade 9.

Students entering any grade level must earn the **following** specific credits to be eligible for a diploma.

English:	4 credits
Social Studies:	4 credits
Science:	4 credits
Mathematics:	4 credits
Foreign Language:	a minimum of 2 years for college bound students
Physical Education:	4 years
Health:	One course in 7 th and 11 th grade
Keyboarding:	2 years for business
Technology Ed, Art, and Family & Consumer Science:	3 or 4-year program is recommended.

All seniors must complete a final senior project as required by the state.

Vo-Tech students need to meet with the Guidance Counselor regarding graduation credits once enrolled.

Homework and Classwork

In addition to regular class work, outside assignments are an essential ingredient in most courses. All students are hereby notified of their obligation to meet the minimum requirements for successful completion of a course.

Upon the day of return from any absence, students are responsible to check with their teachers for work missed and to turn in assignments.

When a student is absent from school for an extended period of time, due to illness or other reasons, parents/guardians should contact the guidance office for homework assignments. **At least two days notice is necessary to process requests.**

Absence because of a trip of an educational nature requires students to get teachers' signatures and homework assignments prior to leaving. Students are responsible for bringing books, pencils and necessary materials to school.

Incomplete Course Requirements

Students whose required work for any marking period is not complete may, depending on the circumstances and at the discretion of the teacher, be given an "incomplete" (I) on the report card. A student with an "incomplete" will be given a specified deadline to complete the work not to exceed two (2) weeks, unless there are extenuating circumstances. Failure to satisfy the deadline may result in the grade becoming a failing mark.

Any student who has not taken a scheduled semester exam, receives a "0" for the exam grade. The principal must approve extenuating circumstances if a student is to miss a scheduled exam.

Progress Reports

A progress report and/or deficiencies for applicable students shall be mailed to parents midway through each marking period. Deficiencies are sent if a student is 75% or below in a class during the halfway point. These reports will be mailed through the guidance office. A duplicate copy of any notice is to be filed with the guidance counselor. The reports are required for all students who are failing or in danger of failing. If necessary, progress reports may be sent anytime during the nine-week period.

National Art Honor Society

The purpose of the National Art Honor Society is to inspire and recognize those students who have shown outstanding ability in art, to aid the society's members in working toward furthering their creative abilities and talents, to attain their highest potential in art areas, and to bring art education to the attention of the school and community.

National Honor Society

The National Honor Society chapter of Cameron County High School is a duly chartered and affiliated chapter of this prestigious organization. Membership is open to those students meeting standards established by the national office of NHS. These standards have been revised to meet our local chapter needs. Students are selected to be members by a five-member Faculty Council, appointed by the principal, which bestows this honor upon qualified students on behalf of the faculty of our school.

Students in the 11th or 12th grades are eligible for membership. For the scholarship criterion, a student must have a cumulative grade point average of 93% or better on a 100% scale. Those students who meet this criterion are invited to complete a Student Activity Information Form that provides the Faculty Council with information regarding the candidate's leadership and service.

To evaluate a candidate's character, the faculty council uses two forms of input: first, school disciplinary records are reviewed; second, members of the faculty are solicited for input regarding their professional reflections on a candidate's service activities, character, and leadership. This information is carefully reviewed by the Faculty Council to determine membership. A majority vote of the council is necessary for selection. Following notification, a formal induction ceremony is held at the school to recognize all the newly selected members. Student or parents who have questions regarding this selection process or membership obligations can contact the chapter advisor. Students who are not selected for membership may request from the advisor an explanation of the selection process.

Spanish Honor Society

Membership in the Sociedad Honoraria Espanola is to honor students who have done exceptionally well in all areas of Spanish language. Selection is based on the GPA, overall Spanish average grade and conversational abilities in Spanish.

Induction for all Honor Societies

To become members in any of the above listed honor societies, all students must participate in their respective induction ceremony.

Reporting and Grading

Report cards are issued four times during the school year. These nine weeks reports may be supplemented midway through each marking period by an interim reporting form. Individual teachers may also request conferences with parents/guardians to review aspects of the students' progress. Report cards are issued approximately one week after the end of the nine weeks. Parents/guardians may initiate conferences with teachers through the guidance department.

Student Council

A good student council teaches citizenship through providing an opportunity for students to participate in various projects throughout the year. It helps to build school spirit and school morale; develops leaders and intelligent followers; teaches respect for law, order, and authority; provides an opportunity for students to become involved in the real problems of the school; and offers them an opportunity to understand more fully the kind of problems regularly faced by school administrators. A student council assists the students to learn good government and serves to develop in students that state of mind, which causes them to do the right thing, rather than because they are being watched or they will be punished if they do not conform. In short, the student council is an organization, which seeks to develop the best that is in the students and makes them well-informed, honest, interested and active citizens of a democracy.

Student Council Membership

Student Council Constitution, Article IV, Section II, qualifications are:

The officers for President, vice-president, secretary and treasurer must be in student council for at least one year. They must have a “C” or above average for the preceding semester. They should show responsibility and display leadership qualities.

Article III, Section II of the constitution:

Class officers from grades 7, 8, and 9 will serve as student council members.

Article III, Section I:

Four members will be elected at large from the senior high classes (grades 10, 11) in addition to class officers.

Article III, Section III, and qualifications:

Members must have a “C” average. Members must also show courage, responsibility, leadership, and be able to command respect of their classmates.

Article III, Section IV:

The entire student body will elect officers the preceding year that they will hold an office.

Student Retention

The following rules pertain to student retention:

1. The students must pass all required courses. a required course is determined by : (a) State and school district requirements; (b) the student’s grade level; the student’s curriculum.
2. Retention is defined as remaining in the same Homeroom as the preceding year.
 - a. A student may be retained in grades 9 through 11 if they do not show the necessary progress that would enable them to graduate with their class
 - b. A total of 26 credits is necessary for students to graduate.
3. If a student **fails one (1) required course:**
 - a. The student is promoted to the next grade under probationary status.
 - b. The student may be required to retake the course failed.
 - c. The student cannot schedule two consecutive subjects the same year. Example: a student cannot schedule English 10 and English 11 the same year.
 - d. The exception to the above rule will be in grades 9 and 12, where the student will have the opportunity to catch up and schedule the necessary courses to be promoted to grade 10 or to graduate.
4. If a student **fails two (2) required courses:**
 - a. Retention or passing is determined by the students’ schedule and ability.
 - b. This decision is made by the teachers of the failed course, the guidance counselor, and the principal.
5. If a student **fails Three (3) required courses** it results in an immediate retention.
6. Students may be passed for social reasons if the principal and guidance counselor determined to be in the student’s best interest.
7. Summer School- When possible the district will offer a course recovery depending upon the overall course grade, attendance, and course offering. This is at a cost to the student.

Educational Programs/Guidance /Health

Alternative Education Programs

The Alternative education Program is a Commonwealth of Pennsylvania program that provides alternative educational services for students who are not successful in their current placement. It is the intent of this program to provide an alternative educational structure for students who have experienced difficulty in a regular classroom setting, who are at risk of dropping out of the school system, or who are involved in various disciplinary situations. Students assigned to this program will be returned to the regular school upon the recommendation of the alternate education supervisor and the approval of the Cameron County School District. Students remanded to the Alternative Education Program may not participate in extra curricular activities in the regular school unless prior approval is obtained from school administration.

Refer to the Student Discipline section for the list of prohibited conduct for which specific disciplinary action will be taken. This list is not to be considered the sole prohibited conduct for which disciplinary action will be taken, and this list may, from time to time, be amended, altered, or enlarged by the school board, as needed.

Parents/guardian will be notified in all cases.

Guidance

Our basic concern in the guidance department is to seek to improve the self-image of each individual.

Our primary function is to promote emotional maturity in each student and, in cooperation with the other professional staff, to promote the physical, intellectual and moral maturity of each student.

Types of counseling available to students:

Individual Counseling

1. Personal problems
2. Scheduling
3. College placement
4. Career exploration

Group Counseling

1. Social problems
2. College choices
3. Vocational guidelines
4. Orientation

Students wishing to go to the guidance office must have a pass signed by the guidance counselor. These appointments must be secured prior to the student's study hall period.

Health Services

Students are not to be in the nurse's office for reasons other than the need for the professional service of the nurse.

No student will be permitted to remain in the nurse's suite for more than one class period. If students are unable attend class following this period of time, their parent/ guardian will be notified and they will be sent home.

When class periods change, students will not be admitted to the suite unless they have reported to their next class period and have secured a signed pass from their teacher to see the nurse.

1. Students entering Cameron County School District from other schools must present an immunization record.
2. All students shall be given a vision-screening test, and height and weight will be measured annually.
3. All 7th grade students shall be given a hearing test and dental exam.
4. 11th grade students are required by State Law to have a medical exam by the school of family physician.

2008-2009 Parent Training Sessions

DATE: SEPTEMBER 9, 2008
TIME: 6:30 - 7:30 PM
LOCATION: CCHS LIBRARY
TOPIC: REVIEW FOR SPECIAL EDUCATION ALONG WITH THE PAPERTRAIL

DATE: OCTOBER 7, 2008
TIME: 6:30 – 7:30 PM
LOCATION: CCHS LIBRARY
TOPIC: INSTRUCTIONAL SUPPORT TEAM AND HOW IT RELATES TO SPECIAL EDUCATION

DATE: NOVEMBER 11, 2008
TIME: 6:30 – 7:30 PM
LOCATION: CCHS LIBRARY
TOPIC: DISCIPLINARY PROCEDURE

DATE: DECEMBER 9, 2008
TIME: 6:30 – 7:30 PM
LOCATION: CCHS LIBRARY
TOPIC: TRANSITION

Student Assistance Program

A Student Assistance program is in place at Cameron County High School. This program is a way to identify students who are having problems in school with academic success. It is an intervention, not a treatment program. The heart of the program is the Student Assistance team, a core group of school personnel who are specially trained to work with these students.

The members of this core team include the High School Guidance Counselors, Mr. Patrick Lewis and Mrs. Beverly Walker along with the following teachers: Mrs. Barb Keller, Mr. Jason Sloppy, Mrs. Carrie Copp, the school nurse, the high school principal, the assistant principal and a drug/alcohol representative and mental health liaison.

CCHS RULES AND REGULATIONS

Auditorium, Dance and Gym Rules and Procedures

Auditorium

During a performance, there will be no whistling, no talking, and no shouting. A good audience knows when to laugh, when to applaud, and when to stop. Students are to STAND when speakers are introduced and are not to bring any pens, pencils, books, or coats to any auditorium assembly. Students will sit in assigned areas only. Proper respect is expected to be exhibited by all students at all times.

Dance/Prom

The following rules will pertain to all dances and prom:

1. Dances are open to all students, grades 7 – 12 unless otherwise stated. For example: the Prom is limited to students in grades 11 – 12, but students in 10th grade may attend if asked by a CCHS junior or senior. A sophomore may not attend with another sophomore. Other rules and regulations will be explained at the appropriate time. Attendees must not have reached their 20th birthday by the day of the dance. Students from other schools must attend as guests of CCHS students and be approved at least three (3) days in advance by school administration
2. Students who are absent or suspended from school on the day of the dance, may not attend. If a student is absent from school on Friday, they may not attend a dance held on Saturday.
3. The principal/assistant principal reserves the right to deny a student from attending a dance/prom due to absenteeism/discipline issues..
4. Prom tickets must be purchased by the end of school on the Wednesday before the prom.
5. Once inside, students will not be permitted to leave. If they leave, they may not re-enter.

6. No one is permitted to wear heavy overcoats or hats. Upon arriving, hats and coats are to be hung up.
7. No alcoholic beverages, illegal drugs (controlled substances) are permitted.
8. No one is permitted to enter or leave by any door other than the main entrance.
9. Use or possession of tobacco in any form is not permitted.
10. All faculty and parent chaperones have the right to escort any student out of the dance for any violation of dance rules, including incidents of misbehavior.
11. Police may be called upon the occurrence of problems.

Backpacks

Backpacks must be placed in lockers before 1st period and not removed until the end of school.

CCHS Dress Code

Dress is a means of personal expression. However, it is the student's responsibility to dress in a manner that reflects both personal pride and respect for the school as a place of learning. Therefore, a student's manner of dress or appearance must not interfere with the educational process. Failure to comply with the CCHS dress code will result in consequences as defined in the CCHS discipline code.

The following regulations concerning dress and grooming are deemed necessary in order to comply with the requirements of proper appearance during the academic day (including Physical Education class) and all school function:

1. Shirts should cover the entire upper body. Any shirt exposing the chest, stomach, shoulders or back is not acceptable. Concerning the top, no top should be exposing anything lower than the armpit line.
 - This would include:
 - Halters
 - Tank Tops
 - Tube Tops
 - Spaghetti Strap Shirts
2. Pants, shorts, and skirts must not expose undergarments either standing or sitting. Shorts, skirts and dresses must be at least fingertip length.
3. Tight or revealing clothing is not acceptable.
4. Undergarments should not be visible when standing or sitting through any clothing or worn as main attire to school nor should clothing intended as sleepwear.
5. Any clothing that indicates the following is prohibited:
 - Profanity
 - Drugs
 - Alcohol
 - Sex
 - Violence
 - Satanism/Religious Symbolism
 - Tobacco
 - Gangs or Cults
6. Footwear must be worn in the building at all times.
7. Any accessory or jewelry that may cause injury is prohibited including:
 - Chain Belts
 - Wallet Chains
 - Spiked bracelets or collars
 - Body/Facial piercing pointed or longer than ¼ inch
8. No visible tattoos or body art that describe or depicts obscene or illegal activities.
9. Dress for the weather.

10. Sunglasses and/or head coverings of any kind will not be permitted without a doctor's orders. This applies for males and females and includes:
 - Hats
 - Visors
 - Hoods
 - Bandanas
 - Headbands, rolled bandanas, outdoor bandanas or athletic headbands

Dress requirements may be instituted for physical education, technology education, vocational-technical education, science labs or other situations such as special field trips. Interpretation and/or enforcement of this policy will be at the discretion of the faculty and administration.

Cafeteria Rules and Procedures

1. Parents and Students are responsible for the money in the students' lunch accounts.
2. Money or checks are to be in an envelope sent from home with the name-grade-date-amount on the outside of the envelope.
3. Breakfast is served in the cafeteria from 7:40 a.m. to 8:00 a.m.
4. Money should be in your account before you purchase your meal. If you have a minus balance of five dollars, your breakfast/lunch and drink should be brought from home.
5. No pop, glass or cans are permitted in the cafeteria.
6. No fast food, delivery pizza, or deli food is permitted in the cafeteria.
7. No throwing food/objects. This is a Level 3 violation.
8. Food not eaten is to be disposed of, not left at the table.
9. Students are responsible for the clean up of the area in which they are sitting.
10. Please remember your manners.

Cellular Phones/MP3 Players/iPods Electronic Devices

Students are not permitted to possess or use cellular phones, MP3 Players, iPods, etc., during school hours, 7:55a.m. – 3:10 p.m. They must be stored in the student's locker or at the office until the school day is complete. They are permissible after school hours. Refer to Student Discipline Code.

Change of Address or Phone Number

It is extremely important that the office has the correct address and phone number for all students. Any change of address or phone number, no matter how short a distance it is from the original address or phone number change, is to be reported promptly to the main office.

Closed School Day

After arrival on school grounds, students are not to leave except upon permission by the principal. Permission to leave the school grounds will be granted in accordance with the statement under the heading of "Early Excusal" in this handbook, and for emergency reasons. Offenders of the above rules will be subject to rules for Consequences for Inappropriate Behavior. Subsequent infractions may result in suspension from school, in-school suspension, or other disciplinary action.

The parking lots and the vehicles thereon are OFF LIMITS to students except when coming to school or at dismissal time.

Detention Hall Rules

1. Detention hall must be served on the day for which it is assigned. Detention hall is held five (5) days a week from 3:15 to 4:15 p.m.
2. The determination of assignment to detention hall shall be the responsibility of the principal with recommendations from teachers. The number of detention halls assigned to the student is contingent upon the seriousness of the infraction.
3. Students will be notified of detention hall assignment in advance so that transportation can be arranged.
4. Detention hall begins promptly at 3:15 p.m. and will end at 4:15 p.m.
5. Students who participate in any extra-curricular activity, including athletics, WILL NOT be excused from detention hall. Work is not an acceptable excuse for not reporting to detention.
6. A student serving detention MUST have schoolwork to do and "loafing" or sleeping will not be tolerated and could result in the night not counting.

7. Written request for excusal from detention must be presented prior to the day detention is to be served. Students will be excused for valid appointment pending verification. The building principal **MUST** approve any absence from detention or in-school suspension.
8. If you are absent the day of your scheduled detention, or in-school suspension, you must attend detention, or in-school suspension, the day of your return.
9. Saturday detention hours are from 9:00 a.m. to 12:00 p.m.

Detention Sessions

After school detention sessions will be held for one (1) hour. The following disciplinary actions will apply for failing to serve detention session:

- One additional night of detention
- **1st failure to serve**— One additional night of detention and make up detention session.
- **2nd failure to serve**— one (1) day in –school suspension (ISS) and make up detention session
- **3rd failure to serve**—informal hearing with principal, Saturday detention, three (1) day in-school suspension (ISS), loss of school-sponsored activities for twenty (10) consecutive school days and make up detention session.
- **4th failure to serve**— informal hearing with principal, Saturday detention, three (3) days in-school suspension (ISS), loss of school-sponsored activities for twenty (20) consecutive school days and make up detention session
- Additional failures to serve an assigned detention session will result in further recommendations from the administration. (see discipline code)

School sponsored activities are defined as, but not limited to: band performances, band front performances, cheerleading, dances, class trips/field trips, sports, clubs, prom/homecoming, student council, honor societies, assemblies, pep rallies, and graduation.

Infractions such as excessive lateness, tardiness, truancy, defacing school property, fighting, general misconduct, teacher-student problems or any other conduct deemed disruptive by the administration or faculty personnel may warrant a student being assigned to the detention hall.

Discipline

The heart of reasonable thought on discipline involves the development of attitudes, ideals, responsibilities and understanding by the student that will eventually result in self-discipline as an adult. Discipline is also character education in that it develops worthy standards and habits of conduct. It is not something added to the educational work of the school; rather it is an important part of the school's program. Students grow in character as they come to understand more fully the consequences of their decisions and act in accordance with that understanding.

If students are expected to function in a competitive society they must be given an opportunity to make decisions. Within any decision-making process mistake will be made. We expect students to make mistakes, but we expect them to learn from those mistakes. Any action taken to correct behavior is therefore intended to improve attitude and subsequent behavior.

We insist upon courtesy, honesty and a respect for the rights and feelings of others-not only towards students, but teachers, administrators and all school personnel. If these absolutes are violated, it becomes necessary to correct such behavior.

It is the responsibility of the parents/guardians to provide the proper guidance in the home. Such guidance should insure the student's compliance with the regulations and respect for the "in loco parentis" authority granted to the faculty and administration of Cameron County High School District by Section 1317 of the School Laws of Pennsylvania. If this influence over character development and responsibility is neglected, the task of the school becomes more difficult. Parents/guardians cannot evade the important role that they play in behavioral development of their children, since they are by nature the first and most important teacher in the child's formative years. Section 1317 of the School Law of Pennsylvania states: "Every teacher, vice-principal, and principal in the public schools shall have the right to exercise the same authority as to conduct and behavior over the pupils attending his school, during the time they are in attendance, including the time required going to and from their homes as the parents, guardians, or persons in the parental relation to such pupils may exercise over them". The legal term for this rule is "in loco parentis".

In the classroom, teachers will establish certain rules, which they deem necessary in order to establish a learning atmosphere. It is the responsibility of each student to respect these rules as well as the general policies of the school.

Conduct, which interferes with maintaining a favorable school atmosphere, will not be tolerated. Students are encouraged to be ladies and gentlemen and to practice the principles of good citizenship at all times. Disruptive or disrespectful behavior cannot be tolerated at the expense of other students. There are certain problem incidents that occur each year that could be avoided if students displayed self-discipline. For example—

1. You must obey EVERY reasonable teacher request that is made of you whether you like it or not. A reasonable request is any request that relates to the school environment and that will not place you in **physical** danger.
2. If a teacher asks you to pick up something in the cafeteria, in the hallway or in a classroom, pick it up—even if you did not drop it.
3. Do not leave class without a properly signed hall pass. In addition, if you are not going to be in class or study hall for a valid reason, you must let your teacher know in advance.
4. If you walk into an area such as a lavatory and someone is breaking a school rule, you should leave the area immediately so that you will not be involved in a disciplinary offense.
5. As a student you have an obligation to abide by school rules. You also are expected to notify school authorities when another person is damaging school or another student's property. As a school citizen and as a member of society, you must stand up for what is right when the need arises.
6. When a teacher or other member of the school staff asks you a question, you are expected to tell the truth. Remember, your reputation is a valuable resource. If it is good, then keep it that way. If it needs to be improved, then you must start to re-establish your credibility again by telling the truth in every situation.
7. If you are supposed to meet a teacher at an appointed time and place and cannot locate the teacher, then you should report to the main office. In this way, the office can alert your teacher that you made an effort to see him or her.
8. There is a proper time and place for most things. Displays of affection are not appropriate in school. The school staff does not wish to embarrass you. However, inappropriate displays of affection, that is, anything other than holding hands, will be treated as an infraction of the discipline code.
9. You should not remain in the lavatory if you are ill. If you can, get help from the nearest person. The excuse of "I was not in class because I was ill" will not be accepted.
10. An unexcused absence from your assigned lunch period is treated in the same way as cutting class.
11. If a teacher sends you to the office for disciplinary reasons, you should remain in the office until you are dismissed.
12. Once you arrive on school property in the morning by bus, vehicle or walking, you are expected to remain on school property for the remainder of the day.

Discipline Code

The discipline policy established for the Cameron County School District is necessary for an effective educational environment. Each student is expected to develop his or her talents, to have respect for authority, and a sense of courtesy and sportsmanship. Students attending the Cameron County Schools are expected to exhibit appropriate behavior and be accountable for the consequences of their actions.

The students conduct code of the Cameron County School District is designed to create a spirit of fairness and equity and to nurture a positive student attitude toward responsible behavior. This development of school and self-pride will enhance the learning climate at all grade level.

Any item, which is not specifically listed in the Discipline Code, will be handled in accordance with due process procedures.

At the discretion of the building administration, certain serious discipline offenses will be considered cumulative throughout a student's high school career, and sanctioned accordingly.

Any act or offense, which would cause the school district to expand funds to correct, repair, replace or pay labor costs will carry with the prescribed discipline action/payment of full restitution in the amount of the school district's cost.

Students as a result of discipline code violations may lose in-school privileges and activities. Ex: Repeated failure to serve assigned detention, violations of athletic handbook. The time and duration of loss of activities/privileges may be found in the discipline code of the student's handbook or athletic handbook. Students who lose activities/privileges will be notified by standard discipline referral.

Student privileges will be reinstated after date of offense has expired or as otherwise stated by the front office.

Discipline for Students with Disabilities

In compliance with state and federal law, the Cameron County School District conducts ongoing identification activities as part of its school program for the purpose of identifying students who may be in need of special education and related services (eligible students). If your child is identified by the district as possibly in need of such services, you will be notified of applicable procedures.

The Cameron County School District believes in the use of positive behavior support. The CCSD's policy is designed to enable children with Individualized Educational Programs (IEPs), and whom need a behavior management program, to benefit from their free appropriate program (FAPE) within the least restrictive environment (LRE).

All students in the Commonwealth are protected by due process procedures regarding disciplinary exclusions. The CCSD first determines, when contemplating a disciplinary exclusion of any student, whether the student is an eligible student under section 14.1.

The Local Education Agency Representative is responsible for ensuring that (1) agreed upon behavior support plans with IEPs for students are implemented in consistent manner and (2) this policy is implemented in compliance with Pennsylvania's Regulations and Standards.

If you have any questions regarding behavioral management, please contact Beverly Walker in the Guidance Department at 486-4000.

Drug and Alcohol Policy

Possession or use of alcohol, illegal or dangerous drugs or narcotics in the school, or upon school property shall result in suspension and possible expulsion. An illegal or dangerous drug or narcotic shall include any controlled substance as defined in the "Controlled Substance, Drug, Device and Cosmetic Act." This shall also include "look-alike" or "counterfeit" drugs.

Drug Free Schools

The Cameron County School District maintains the following guidelines in compliance with the Drug-Free Schools and Communities Act of 1986. Any Cameron County Student who uses and/or possesses tobacco on school property or within 1000 feet of the real property on which the Cameron County Schools are located, between the hours of 6:55 a.m. and 4:10 p.m. while school is in session, or one hour before or after any district sponsored activity, will be in violation of The Student Disciplinary Code

Gym

Students are not to use the gym unless they have a pass signed by a physical education teacher or are accompanied by a teacher. The utmost care must be taken to keep all equipment in good order. Gym lockers with combination locks will be provided to the students. It is the student's responsibility to use the lock. No hats are to be worn in the gymnasium.

Hall Lockers

At the beginning of the school year each 7th grade student and new student will be assigned a hall locker with a combination lock. **Students are not to set their locks. All lockers are and shall remain the property of the school district and are subject to search at anytime (refer to Student Search and Seizure).** As such, students have no expectation of privacy in the lockers. Students are to keep their assigned lockers closed and locked against incursion by other students; but no student may use a locker as a depository for a substance or object which is prohibited by law or district regulation, or which constitutes a threat to health, safety or welfare of the occupants of the school building or the building itself.

Due to the need for extra security with hall lockers, students will receive a school approved combination lock. These locks are the property of the school district and can be opened as needed by school personnel. Other personal locks will not be allowed and will be removed. If locks are lost or stolen, a replacement lock will cost the student \$10.00. Students should secure their lockers by not sharing their combinations or lockers.

Other than for lunch or "dinners" for after school activities, food and drink should not be in lockers. A student must have a medical reason, approved by the nurse, to carry a water bottle during the day.

Hall Passes

Students must have a signed pass in their possession when they are out of class or study hall. The pass is contained in this Handbook. It MUST be in the student's possession when traveling in the halls other than between classes.

Hall Traffic

Students are requested to keep to the right in columns of two through the hallway. During change of class, students are not to congregate in the restrooms. All members of the school staff have the authority to maintain discipline and order in all areas of the school property including buses.

Harassment/Bullying

The Cameron County School District does not consider nor will tolerate harassment, intimidation, or bullying. We believe that every student has the right to be in public schools free from such behavior. Harassment, intimidation, and bullying may be defined as any intentional written, verbal, or physical act which result in:

- Physical harm or property damage
- Substantial interference with another student's education

- An intimidating or threatening educational environment for other students
- Substantial disruption of the orderly operation of the school

In-School Suspension (ISS) Procedures

1. Students will be notified of the days they will be assigned I.S.S. They are responsible for bringing all necessary materials (INCLUDING ALL BOOKS) to the I.S.S. room at the beginning of the school day. There will be no locker privileges, backpacks, food, drink, music or anything the I.S.S. teacher deems inappropriate during the day for the I.S.S. student.
2. Students will complete the assigned work for that specific period. These assignments will have been received by the student from the classroom teacher before I.S.S. has begun for that particular day.
3. If work is not secured by the student, a work packet will be assigned for that period's work.
4. Any I.S.S., or classroom assignments not completed by the end of the day due to lack of effort on the student's part will result in additional days of I.S.S.
5. All I.S.S. classroom rules must be followed, and the I.S.S. teacher must be respected at all times. Any violation of these rules will result in additional days of I.S.S.
6. I.S.S. students will have lunch in the room. The students may bring their own lunch, or receive a bag lunch from the cafeteria. All cafeteria rules apply during lunch in the I.S.S. room.
7. Restroom breaks will be given at the discretion of the I.S.S. teacher. One in the morning and one in the afternoon. Students will go to the closest restroom. No breaks will be allowed between classes.

Internet/Network Use

All students of Cameron County Junior/Senior High School are required and expected to abide by the Acceptable Use Agreement (AUA) which must be signed by both the student and his or her parent or legal guardian. Acceptable Use Agreements are distributed to students on the first day of school. The procedure and use is addressed in Board Policy #815. Students will not be permitted to use the Internet or the Network until the Signed Acceptable Use Agreement has been returned to Cameron County Jr/Sr High School. It should be noted that several courses in the curriculum require the use of computers and the Internet during their course work.

Library

In order to make the Library Media Center (LMC) more valuable to both students and teachers, certain rules have been adopted concerning its use. All students are responsible for being aware of the following procedures:

1. Using the LMC is a privilege. Any disregard of rules may result in a student losing visitation rights.
2. The LMC is an area designated for study, recreational reading and supplementary class work. Students should have a purpose when entering the library. The atmosphere will be quiet.
3. Students must have a signed hall pass to attend the LMC.
4. During activity periods, students must have a pre-signed hall pass by the Library Media Specialist.
5. It is the student's responsibility to sign in at the circulation desk upon entering the LMC.
6. Students are not permitted to enter the administrative areas of the LMC
7. Students may sign out up to four (4) materials at any one time. The loan period shall be three (3) weeks. Overdue books will be assessed a fee of .25 cents per day.

Military Recruiter Information

Cameron County High School, in compliance with Act 10 of 1991, will provide to eligible Armed Forces recruiters a listing of all students expected to graduate, including name, home address and telephone number.

Any student who wishes to have their name and information excluded from this list must give written notification of that request to the school district.

Lists are provided to recruiters in the summer between junior and senior years, so written notification must be given prior to the end of the junior year.

Plagiarism

The Cameron County School District insists upon academic honesty from all students. Ignorance cannot be used as an excuse. Taking another's work and appending one's own name to that work or an idea is plagiarism. The most obvious form of plagiarism occurs when a person takes another individual's work and copies it word for word, and does not use quotation marks and a footnote to give the original author credit.

The most common form of plagiarism occurs when an individual takes ideas and/or passages from several sources and rewrites them without credit to those sources. This produces a work, which is a patchwork of material from different sources. To avoid a charge of stealing another's ideas, quotation marks and footnotes must be used.

A third type of plagiarism is the reshaping of another's words by paraphrasing the statements of a book, a speech, or articles from the Internet or news service, or any other sources other than one's own personal knowledge.

Using one's own words to state ideas or context taken from another's work does not absolve a writer from giving due credit.

The last type of plagiarism is the most difficult to control. When one uses a particularly definitive term which has been heard and which summarizes a thought or an idea very well, there is still moral obligation to give credit to the author.

The short answer is that one does not have to footnote information which is general knowledge or which the individual author knew before starting research. Everything else should be footnoted.

See Level Two infractions for disciplinary action.

Water, Juice and Pop Machines

The water, pop and juice machines located in the school are for the students use and enjoyment. The following rules must be followed; otherwise, the machines will be removed.

1. Containers of pop or juice are NOT permitted in wings A, B, C, D, the main corridor, or any classroom area.
2. Containers of pop or juice are NOT permitted in the auditorium, the band room, the library, the gym or the cafeteria.
3. Containers MUST be thrown away in plastic-lined garbage cans or the garbage cans near the exits.
4. Pop or juice CANNOT be purchased before lunch.
5. Any money lost in these machines, or working disorders should be reported to the main office.
6. Students are not to be in the lobby drinking during the school day for the purpose of drinking pop or juice.

Public Address System

The public address system is used for school communications, announcements, and for educational programs. Announcements are generally made each day during the morning and, if necessary, at the close of the day.

All announcements to be made over the public address system must be approved by the high school principal and should be limited to those school matters that cannot be announced in any other manner. Use of the public address system for personal matters is prohibited.

Schedule Changes

The course selections made by students in the spring determine the master schedule. This in turn determines the number and types of teachers we utilize and the kinds and amount of materials (textbooks, shop supplies, etc.) needed. It is important that the student and his/her parent/guardian carefully select a program of study that is best suited for the student's needs. A program selected after careful study and consideration with teachers, counselor, administrators, and parents/guardian should require **no major changes**.

Recognizing the fact that conflicts do arise, students will have an opportunity to change their schedules in the spring of the year with approval from the guidance counselor and principal. All changes should be made prior to the close of school for summer break.

Schedule changes at the beginning of the school year will be considered for the following reasons:

- If a student fails a subject and must repeat that subject the following year.
- Scheduling conflicts or errors, which are made by the school during the scheduling process.
- Adjustments required due to definite change in career plans and course curriculum.
- Any change requested after school opens in the fall must have the approval of the high school principal and be of benefit to, and in the best interest of, the student.

Because of the importance of establishing the number of sections and maximum class size, it is mandatory that class sections are firm and complete by the first of June.

Students will be permitted 3 excused college visits per year upon proper notification.

Senior Pass

The Senior Pass was developed to give seniors an opportunity for a transition from a rigid schedule to a more flexible schedule where they must develop responsibility for arrival and departure on time. A Senior Pass enables a senior to leave the building during lunch hour.

To be eligible for a Senior Pass, the senior must meet the following requirements:

1. Maintain an 85% average with no grades less than a "C" at the end of each nine week period. Incoming seniors may qualify for their pass for the first nine weeks of their senior year by maintaining an 85% average with no grade less than a "C" for the last nine week period of their junior year.
2. Must meet and maintain the requirements for the students' curriculum as outlined in the Course Description booklet.
3. Authorized permission slips must be signed by parents/guardians stating their approval for the student to receive a pass.

These passes may be revoked at any time by the administration, recommendation from teachers or upon the request by parents/guardians for whatever reason is deemed valid. Senior Passes may also be revoked for reasons based on the following:

1. Failure to maintain an 85% average; failing or poor works in any subject.
2. Returning late from outside the building.
3. Loitering in the building. If you are on a Senior Pass, you must leave the building or report to your regularly assigned area.
4. Failure to notify the teacher in charge that you are leaving the building with this pass. You must show your pass when leaving the building. Teachers must know where you are at all times.
5. Involvement in any activity while out on a Senior Pass that may be deemed illegal or inappropriate.
6. Any act of misconduct.
7. Violating rules and regulations of the student handbook.
8. Failure to maintain the required subjects in your designated curriculum.
9. Returning to school with food or beverages for yourself or others.
10. School tardies or excessive absenteeism as determined by administration.

Settlement of School Business

At the close of school term or when a student withdraws from school, all textbooks, shop bills, cafeteria account, Family and Consumer Science obligations and other property must be returned and all business matters with the school must be fully settled. Failure to receive full clearance will result in withholding reports, transcripts and diplomas of students until satisfactory settlement is made.

Sportsmanship/Extracurricular Activities

All students, whether player or spectators should observe the rules of good sportsmanship and fair play. Unsportsmanlike conduct will not be tolerated by the home or visiting team. All students are expected to act in such a manner that they may be a credit to themselves, their school, and their community. Failure to exhibit this behavior may result in students being restricted from events.

Athletic Courtesy

The following guidelines are taken verbatim from the PIAA Constitution and By-Laws, Article XIX: "Athletics should foster clean sports. It is the privilege and duty of every person connected with athletics to exemplify these principles in his own actions and earnestly advocate them before others."

1. The rules of the game are to be regarded as mutual agreements, the spirit or letter of which no honorable person would break.
2. Visiting teams are to be honored guests of the home team, and should be treated as such.
3. No action is to be taken nor course of conduct pursued which would seem unsportsmanlike or dishonorable if known to one's opponent or the public.
4. Remember that a student spectator represents his/her school the same, as does the athlete.
5. Any spectator who continually shows poor sportsmanship will be requested not to attend future contests.
6. Decisions of officials are to be abided by, even when they seem unfair.
7. Officials and opponents are to be regarded and treated as honest in intention. In games when opponents conduct themselves in an unbecoming manner, and when officials are manifestly dishonest or incompetent, future relationships with them should be avoided.
8. Failure to exhibit expected behavior may result in the student being removed from the event and restricted from other school events.

Student Search and Seizure

A search of a locker, vehicle, or personal search may be conducted to protect the health, welfare, and safety of the student(s) and the educational process.

On occasion, police or private contractors will be contracted to conduct a systematic search of school property or personal property or vehicles thereon, assisted by trained canines.

If any search so conducted should reveal any illegal or prohibited items, the police will be notified.

Telephone Calls

Calls during school hours should be of an emergency nature only and made at the student telephone located in the main office of the high school.

Textbooks

All students receive textbooks free of charge. At the beginning of the year students will enter, **in ink**, their name, school year, and condition of the textbook. Although daily use of textbook result in average wear, **unreasonable damage to textbooks will result in a fine**. Lost textbook must be paid to the Business manager at the time of damage or loss. Unpaid fines will result in the withholding of report cards, transcripts, and diplomas.

Tobacco Use and Possession

The Board recognizes that tobacco use presents a health hazard, which can have serious consequences for both the user and the nonuser and is, therefore, of concern to the Board.

For the purposes of this policy, "tobacco use" shall mean all uses of tobacco, including cigar, cigarette, pipe, chewing tobacco and snuff.

In order to protect students and staff from the safety hazards of tobacco use and from an environment noxious to nonsmokers, and because the Board cannot, even by indirection, condone the use of tobacco by anyone, the Board prohibits use and possession of tobacco by anyone in school buildings, on school grounds and on school buses.

Security:

From the hours of 8:30 to 2:45 students, parents, and visitors are to use the door nearest the high school office at the front of the school, to enter the building. Visitors will not be signaled in at the back loading zone area.

Visitors will be able to use the back loading zone entrance until 8:30 a.m. and after 3 p.m.

Use of School Building

The high school building will be available for use by school, civic, and other groups outside school hours. Student groups desiring the use of the school must have proper supervision at all times. No student will be permitted in the building for any purpose unless arrangements have been made through the principal.

Groups outside the school shall initiate arrangements with the board secretary and put in written request to the school board. These groups will be required to have insurance coverage.

Visitors

All visitors must report to the main office to obtain a visitor's pass. Visitors are expected to respect all rules and regulations that apply to faculty and staff.

Weapons Policy

Weapons and replicas of weapons are forbidden on school property.

Weapons shall include, but not limited to, firearms, knives, metal knuckles, straight razors, explosives, irritating or poisonous gases, poisons, drugs or other items fashioned with the intent to use, sell, harm, threaten, or harass students, staff members, parents and patrons.

"Dangerous weapon" means any weapon or look- alike device, instrument, material or substance, animate, inanimate, which under the circumstances in which it is used, may be used, attempted to be used, or threatened to be used is readily capable of causing death or serious physical injury.

Any loaded or unloaded firearm or dangerous weapon possessed on or about a person while on district property is subject to seizure or forfeiture.

Incidents of students possessing weapons will be reported to the student's parents/guardians and may be reported to the police. Appropriate disciplinary and/or legal action will be taken against students who possess weapons and against students who assist possession in any way.

Weapons under the control of law enforcement personnel are permitted. The Superintendent may authorize other persons to possess weapons in school buildings. The Superintendent may prescribe special conditions or procedures to be followed before giving such authorization.

The School Board can expel, for a period of not less than a year, any student who brings a weapon onto any school property, any school sponsored activity and any public conveyance providing transportation to a school or school sponsored activity. The Superintendent may recommend discipline short of expulsion on a case-by- case basis. In the case of an exceptional student, the superintendent shall take all necessary steps to comply with the Individuals With Disabilities Education Act.

Work Permit

The Pennsylvania Labor laws require any person under the age of eighteen years to secure a work permit in order to be employed. This applies to any type of job for which a student receives pay, whether it is after school hour, over weekends, or during summer vacations. Work permits are issued in the high school office.

Student Vehicle Permit/Student Parking

Students who wish to drive to school must complete a parking application at the High School front office. It is preferred that students ride buses to school; however, **students who drive their own vehicle may only park in the designated parking spaces**. Students are not permitted to park in the first two double rows of spaces. These are designated for faculty only.

Student parking is a privilege. If a student is found to be abusing the parking privilege by driving irresponsibly, his/her school parking may be suspended for a time to be determined by the administration.

Transportation

Bus Transportation

The bus is an extension of the school day. The bus driver has the authority to assign seats. The weapons policy of Cameron County High School District will be strictly enforced on the school bus as well as at school. Infractions not listed in specific "Classes of Discipline" will be handled on an individual basis by the building administration.

School Bus Discipline Code

The Cameron County School Board has adopted the following rules and regulations. It is the hope that these guidelines will help us to provide safe transportation to and from school for your child. Students should be at the bus stop at least 5 minutes prior to the scheduled time. It is a privilege, not a right, to ride the school bus in the Cameron County School District.

Bus Discipline Code—Students have the opportunity to ride the district school buses so long as they display behavior that is reasonable and safe. Choosing to break these rules may result in loss of bus services. The bus driver is responsible for the safety and discipline of students on the bus. The building administration is available to give assistance to the driver and will determine consequences of misbehavior should suspension become necessary. A suspension applies to all buses unless otherwise designated by school officials. The responsibility of the students supervision by the district shall begin when the student boards the bus in the morning until the student leaves the bus at the end of the day or until released to the parent/guardian in a manner consistent with guidelines for student dismissal.

Transporting of School Related/Non-related items—No materials, including guns, (loaded or unloaded), tobacco, drugs, gasoline cans, (empty or full), glass containers, aerosol containers, animals, or any other dangerous or objectionable items are to be transported in the school bus at any time.

Behavior Guidelines and Consequences

Class I Offenses (examples)

1. Spitting
2. Excessive noise
3. Excessive horseplay
4. Eating or drinking on bus
5. Leaving seat/standing while bus in motion
6. Squirt gun/liquid containers in any form,
7. Except those intended for lunch box use.
8. Riding unassigned bus without permission or using unassigned bus stop

Class II Offenses (examples)

1. Hanging out of window
2. Throwing/shooting of any object
3. Physical aggression against any person
4. Use and/or possession of tobacco or any controlled substances (follow student handbook)
5. Vandalism to bus (restitution will be made)
6. Holding onto/or attempting to hold onto any portion of the exterior of the bus
7. Lighting of matches, fireworks or any flammable object or substance.
8. Unauthorized entering or leaving bus through emergency door
9. Tampering with bus equipment
10. Any offense committed on any bus outside of regular transportation to and from school (activity, field trip, shuttles, etc.) will carry a minimum penalty of a Class II 1st offense.
11. Profanity, verbal abuse, harassment, obscene gestures or possession of unacceptable material

Consequences:

Class I

- 1. First Offense Warning or 1-3 day suspension
- 2. Second Offense Warning or 1-3 day suspension
- 3. Third Offense 3-10 day suspension
..... Possible loss of all bus service
..... Parent/Principal meeting
- 4. Fourth Offense Loss of bus service

Note: The time spent riding the bus is considered an extension of the school day. The driver has the right to assign seats. All school district policies will be enforced while students are being transported. The principal will handle all discipline offenses related to school buses or other modes of transportation used by the district.

Discipline Code Glossary

Assault

An attempt to cause, or the intentional, knowing, negligent, or reckless causing of, bodily injury to another; or placing another in fear of bodily injury.

Battery

Beating or unlawful use of force on another person.

Due Process Hearing

A formal hearing before the school board for the purpose of determining the future enrollment status of a student in the Cameron County School District. Expulsion is one possible outcome of a due process hearing.

Expulsion

Board decision to remove a student from school (student may request a review of the case after 90 school days).

Extortion

The intentional obtaining or withholding of property of another by threatening to commit a criminal offense; accusing anyone of criminal offense; subjecting any person to hatred, contempt or ridicule; or inflicting any other harm.

Forgery

The making, completing, executing, authenticating, issuing, altering or transferring of any writing of another without his/her authority.

Insubordination

Refusal to submit to authority, or conduct exhibiting disrespectful behavior.

Smoking

Use or possession of tobacco or tobacco products.

In-School Suspension (ISS)

In most discipline cases that call for suspension, a student will receive an in-school suspension. An in-school suspension removes a student from the regular school program.

It provides the student with planned and supervised instruction in the basic subjects. Student who misbehave during the in-school suspension are subject to out-of-school suspension.

Out-of-School Suspension (OSS)

Such suspensions may be imposed in cases where in-school suspension would not be appropriate; for example, student disciplinary actions which materially disrupt the educational process or which pose a threat to the safety and welfare of others. A student suspended out-of-school is not permitted to be on school property during the length of the suspension.

Unauthorized Substances

A drug substance as defined in “The Controlled Substance, Drug, Device, and Cosmetic Act” and “Pennsylvania Drug and Alcohol Abuse Drug Control Act.”

Vandalism

Willful or ignorant destruction of property, or action, which is reckless, and exhibits blatant disregard for the rights of others.

Level One Infraction

Due to the severity of the offense, some violations may require other forms of disciplinary action. All offenses will be handled by the building administration.

Infraction include, but not limited to:	1st Offense	2nd Offense	3rd Offense
Assembly Misconduct	1 Night Detention, Parent Notification, Hall Pass Restriction for 5 days, Loss of Assembly Privileges for Remainder of School Year	2 Night Detention, Parent Notification, Hall Pass Restriction for 30 days, Loss of Assembly Privileges for Remainder of School Year	3 Night Detention, Parent Notification, Hall Pass Restriction for 60 days, Loss of Assembly Privileges for Remainder of School Year
Bus Problems	Refer to School Bus Discipline Code	Refer to School Bus Discipline Code	Refer to School Bus Discipline Code
Classroom Disturbances-Minor	1 Night Detention, Parent Notification, Hall Pass Restriction for 5 days	2 Night Detention, Parent Notification, Hall Pass Restriction for 30 days	3 Night Detention, Parent Notification, Hall Pass Restriction for 60 days
Classroom Rule Violation	1 Night Detention, Parent Notification, Hall Pass Restriction for 5 days	2 Night Detention, Parent Notification, Hall Pass Restriction for 30 days	3 Night Detention, Parent Notification, Hall Pass Restriction for 60 days
Computer/Internet Misuse-Minor	1 Night Detention, Parent Notification, Hall Pass Computer Restriction for 5 days	2 Night Detention, Parent Notification, Hall Pass Computer Restriction for 30 days	3 Night Detention, Parent Notification Computer Restriction for 60 days
Dress Code Violation	1 Night Detention, Parent Notification, Hall Pass Restriction for 5 days Change Clothes	2 Night Detention, Parent Notification, Hall Pass Restriction for 30 days Change Clothes	3 Night Detention, Parent Notification, Hall Pass Restriction for 60 days Change Clothes
Hall Pass Violation	1 Night Detention, Parent Notification, Hall Pass Restriction for 10 days	2 Night Detention, Parent Notification, Hall Pass Restriction for 30 days	3 Night Detention, Parent Notification, Hall Pass Restriction for 60 days
Inappropriate Behaviors such as: Pushing/Running General Horseplay	1 Night Detention, Parent Notification, Hall Pass Restriction for 5 days	2 Night Detention, Parent Notification, Hall Pass Restriction for 30 days	3 Night Detention, Parent Notification, Hall Pass Restriction for 60 days
Inappropriate Displays of Affection	1 Night Detention, Parent Notification, Hall Pass Restriction for 5 days	2 Night Detention, Parent Notification, Hall Pass Restriction for 30 days	3 Night Detention, Parent Notification, Hall Pass Restriction for 60 days
Tardiness-Class	1 Night Detention, Parent Notification, Hall Pass Restriction for 5 days	2 Night Detention, Parent Notification, Hall Pass Restriction for 30 days	3 Night Detention, Parent Notification, Hall Pass Restriction for 60 days
Tardiness-School	Tardies 1, 2 Written Warning-- Student, Parent	Tardies 3, 4, 5 1, 2 & 3 Nights Detention for each Subsequent Tardy	Tardies 6, 7, 8 Doctor's Excuse, 1, 2 & 3 Days ISS, 10, 20, 30 Days of Hall Pass Restriction

NOTE: A fourth occurrence of an infraction constitutes "chronic unmodified behavior" at the next appropriate level.

NOTE: All cases are considered individually and the administration may modify at his/her discretion.

Level Two Infraction:

These infractions include, but are not limited to, misbehavior whose frequency or seriousness tends to disrupt the learning climate. All offenses will be handled by the building administration.

Infraction include, but not limited to:	1st Offense	2nd Offense	3rd Offense
Cafeteria Rules Violations	2 Nights Detention, Parent Notification, Clean up if necessary	5 Night Detention, Parent Notification, Clean up if necessary, Loss of School Sponsored Activities for 10 days	3 Days ISS, Student/Parent Teacher, Principal Conference; Loss of School Sponsored Activities for 20 days
Cheating and/or Plagiarism	2 Night Detention, Parent Notification, "0" on Test	5 Night Detention, Parent Notification, Class Failure for Nine weeks, Loss of School Sponsored Activities for 10 days	Class Failure for the Year in that Class; Loss of School Sponsored Activities for 20 days Parent Notification
Chronic Unmodified Level I Behavior	3 Nights Detention Parent Notification	5 Night Detention, Parent Notification, Loss of School Sponsored Activities for 10 days	3 Days ISS, Student/Parent Teacher, Principal Conference; Loss of School Sponsored Activities for 20 days
Cutting Class	2 Nights Detention Parent Notification NO make up work Permitted	5 Nights Detention, Parent Notification, Loss of School Sponsored Activities for 10 days NO Make up work Permitted	3 Days ISS, Student/Parent Teacher, Principal Conference; Loss of School Sponsored Activities for 20 days
Classroom Disturbances-Major	3 Nights Detention Parent Notification	5 Night Detention, Parent Notification, Loss of School Sponsored Activities for 10 days	3 Days ISS, Student/Parent Teacher, Principal Conference; Loss of School Sponsored Activities for 20 days
Disrespect to any School Employee	2 Nights Detention Parent Notification	5 Night Detention, Parent Notification, Loss of School Sponsored Activities for 10 days	3 Days ISS, Student/Parent Teacher, Principal Conference; Loss of School Sponsored Activities for 20 days
Use of Profane or Obscene Language/Gestures	2 Nights Detention Parent Notification	5 Night Detention, Parent Notification, Loss of School Sponsored Activities for 10 days	3 Days ISS, Student/Parent Teacher, Principal Conference; Loss of School Sponsored Activities for 20 days
Forgery	2 Nights Detention Parent Notification	5 Night Detention, Parent Notification, Loss of School Sponsored Activities for 10 days	3 Days ISS, Student/Parent Teacher, Principal Conference; Loss of School Sponsored Activities for 20 days
Insubordination	2 Nights Detention Parent Notification	5 Night Detention, Parent Notification, Loss of School Sponsored Activities for 10 days	3 Days ISS, Student/Parent Teacher, Principal Conference; Loss of School Sponsored Activities for 20 days
Failure to Serve Detention	One additional night detention Make-up detention Session	1 Day ISS	Informal Hearing with Principal Saturday Detention, 3 Days ISS Loss of School Sponsored Activities for 20 days & Make-up Session

Lying	2 Nights Detention Parent Notification	5 Night Detention, Parent Notification, Loss of School Sponsored Activities for 10 days	3 Days ISS, Student/Parent Teacher, Principal Conference; Loss of School Sponsored Activities for 20 days
Truancy	Refer to "Provisions for Enforcement" under Compulsory Attendance Law Of the State of PA	Refer to "Provisions for Enforcement" under Compulsory Attendance Law Of the State of PA	Refer to "Provisions for Enforcement" under Compulsory Attendance Law Of the State of PA
Use and/or Possession of Tobacco	2 Nights Detention Parent Notification Citation Issued with District Justice	5 Night Detention, Parent Notification, Loss of School Sponsored Activities for 10 days Citation Issued w/District Justice	3 Days ISS, Student/Parent Teacher, Principal Conference; Loss of School Sponsored Activities for 20 days Citation Issued w/District Justice
Possession/Use of Cell Phone, MP3 Player, or other Electronic Devices	2 Nights Detention Parent Notification Pick-Up of Device by Parents in Main Office.	5 Nights Detention, Parent Notification, Loss of School Sponsored Activities for 10 days Device held for 30 Calendar Days with Parent Pick-Up	3 Days ISS, Student/Parent Teacher, Principal Conference; Loss of School Activities for 20 Days. Device held for 60 Calendar Days with Parent Pick-Up.

NOTE: Additional failures to serve an assigned detention will result in further recommendations from the administration. (see discipline code)

NOTE: As determined by the Administration, circumstances may warrant Out of School Suspension (OSS).

NOTE: Students may be referred to Student Assistance Program

NOTE: The following activities are not permitted during the time any student has loss of school activities. This list is not inclusive.

Band Performance, Band Front Performance, Cheerleading, Dances, Class Trips/Field Trips, Sports, Clubs, Prom/Homecoming, Student Council, Honor Societies, Assemblies, Pep Rallies, and Graduation Ceremonies.

Level Three Infraction:

These infractions include, but are not limited to, action directed against persons or property but whose consequences do not seriously endanger the health or safety of others in the school. All offenses will be handled by the building administration.

Infraction include, but not limited to:	1st Offense	2nd Offense	3rd Offense
Chronic Unmodified Level II Behavior (Example: Failure to serve detention)	5 Days ISS, Parent Notification Loss of School Sponsored Activities for 30 days, Informal Hearing with Principal	10 Days ISS, Parent Notification Loss of School Sponsored Activities for 60 days, Informal Hearing with Principal	Recommendations for an Expulsion Hearing
Computer/Internet Misuse-Major Network Server	5 Days ISS, Parent Notification Loss of School Sponsored Activities for 30 days, Informal Hearing with Principal Computer Use Restricted	10 Days ISS, Parent Notification Loss of School Sponsored Activities for 60 days, Informal Hearing with Principal Computer Use Restricted	Recommendations for an Expulsion Hearing
Fighting	5 Days ISS, Parent Notification Loss of School Sponsored Activities for 30 days, Informal Hearing with Principal, Criminal Charges filed if Warranted	10 Days ISS, Parent Notification Loss of School Sponsored Activities for 60 days, Informal Hearing with Principal, Criminal Charges filed if Warranted	Recommendations for an Expulsion Hearing

Harassment/ Threats/ Intimidation	5 Days ISS, Parent Notification Loss of School Sponsored Activities for 30 days, Informal Hearing with Principal, Criminal Charges filed if Warranted	10 Days ISS, Parent Notification Loss of School Sponsored Activities for 60 days, Informal Hearing with Principal, Criminal Charges filed if Warranted	Recommendations for an Expulsion Hearing
Profanity/ Threats to School Employees	5 Days ISS, Parent Notification Loss of School Sponsored Activities for 30 days, Informal Hearing with Principal, Criminal Charges filed if Warranted	10 Days ISS, Parent Notification Loss of School Sponsored Activities for 60 days, Informal Hearing with Principal, Criminal Charges filed if Warranted	Recommendations for an Expulsion Hearing
Careless/ Reckless Driving on School Property	5 Days ISS, Parent Notification Loss of School Sponsored Activities for 30 days, Informal Hearing with Principal, Criminal Charges filed if Warranted	10 Days ISS, Parent Notification Loss of School Sponsored Activities for 60 days, Informal Hearing with Principal, Criminal Charges filed if Warranted	Recommendations for an Expulsion Hearing
Theft/ Possession/Sale of Stolen Property	5 Days ISS, Parent Notification Loss of School Sponsored Activities for 30 days, Informal Hearing with Principal, Criminal Charges filed if Warranted	10 Days ISS, Parent Notification Loss of School Sponsored Activities for 60 days, Informal Hearing with Principal, Criminal Charges filed if Warranted	Recommendations for an Expulsion Hearing
Leaving School Without Permission	5 Days ISS, Parent Notification Loss of School Sponsored Activities for 30 days, Citation for School Truancy Filed	10 Days ISS, Parent Notification Loss of School Sponsored Activities for 60 days, Citation for School Truancy Filed	Recommendations for an Expulsion Hearing
Throwing Food/ Objects in Cafeteria or on Bus	5 Days ISS, Parent Notification Loss of School Sponsored Activities for 30 days, Informal Hearing with Principal, Criminal Charges filed if Warranted	10 Days ISS, Parent Notification Loss of School Sponsored Activities for 60 days, Informal Hearing with Principal, Criminal Charges filed if Warranted	Recommendations for an Expulsion Hearing
Vandalism	5 Days ISS, Parent Notification Loss of School Sponsored Activities for 30 days, Informal Hearing with Principal, Criminal Charges filed if Warranted Restitution of Damages	10 Days ISS, Parent Notification Loss of School Sponsored Activities for 60 days, Informal Hearing with Principal, Criminal Charges filed if Warranted Restitution of Damages	Recommendations for an Expulsion Hearing

NOTE 1: A fourth occurrence of an infraction constitutes "chronic unmodified behavior" at the next appropriate level.

NOTE 2: As determined by the Administration, circumstances may warrant OSS. The general procedure will be 1 day for the 1st offense, 3 days for the 2nd offense, and 10 days for the 3rd offense. During the 10 day OSS, students will be referred to the school board for expulsion.

NOTE 3: Students may be referred to Student Assistance Program.

Level Four Infraction:

The infraction listed below are deemed so severe because of violent or dangerous behavior as to pose a direct threat to the safety of that student and others in school.

Therefore, in all cases, a full suspension will be given; the students will be excluded from school immediately and a referral made to the superintendent. A recommendation for an expulsion hearing will be made, and law enforcement authorities will be notified.

The school district may request the law enforcement authorities file criminal charges.

Infractions include, but are limited to:

Any Act of Violence Directed Towards School Staff/Employee

Arson

Assaultive Behavior/Fighting

Criminal Trespassing

Extortion

False Fire Alarm/Bomb Threat

Possession/Furnishing/Selling Unauthorized and/or Controlled Substances (Alcohol/Drugs) or Drug related Paraphernalia

Possession/Use/Transfer of Dangerous Weapons

Reference to Safe School Act (Act 26)

Possession/Use/Transfer of Explosive or Incendiary Devices