HUNTINGDON AREA SCHOOL DISTRICT
Huntingdon Area Middle School
Student Handbook

Mission
The Huntingdon Area School District community engages all stakeholders to create a nurturing learning environment, focused on achievement and growth, social and emotional wellness, and preparation for varied career pathways.

Vision
The Huntingdon Area School District will create diverse opportunities for each student to meet their maximum potential in an Notice engaging environment.

Educational Values
The following core principles will guide and direct the organization and its culture
• Safety • Responsibility • Respect • Integrity • Accountability

HUNTINGDON AREA SCHOOL DISTRICT

SCHOOL BOARD
Mrs. Trista Mitchell, President
Mr. Chad States, Vice President
Mr. Richard Scialabba
Mrs. Annemarie Millar
Mr. Matt Fiscus
Mr. Larry Garman Jr.
Dr. Dennis Plane
Mrs. Heather Fox
Mr. Jay Whitesel

ADMINISTRATIVE OFFICE 814-643-4140
Mrs. Jennifer Mitchell, Superintendent
Mr. Jon Guyer, Business Manager
Mrs. Amy Dunsmore, Director of Human Resources
Mr. Sean Cummins, Director of Pupil Services
Mrs. Anita Young, Online Learning Director
Mr. Adam Campbell, Buildings & Grounds Supervisor
Mr. David Myers, Director of Technology
Mr. Christopher Lantz, School Psychologist
Mr. Matt Young, Athletic Director

Middle School Office: 814-643-2900

Mrs. Norma O'Brien, Principal
Mr. Matthew Baer, Assistant Principal
Ms. Gabrielle Brown, Counselor
Mrs. Marie Angus, Secretary
Mrs. Autumn Brown, Secretary
Ms. Karlee VanBuskirk, Food Service Director: 814-643-6371
Mrs. Ellen Riley, Food Service Secretary

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I. WELCOME TO HUNTINGDON AREA MIDDLE SCHOOL
www.huntsd.org

The faculty and administration of HAMS hope you find your years at our school filled with learning, friendships, and excitement!

We know you will find many new challenges in our school, and all confidence is placed in you to meet these challenges as responsible young adults.

We are proud of our school and are here to help you receive the best education possible. It is up to you to work to your capacity to make the years at the Middle School the best you have ever had. A good way to begin is for you and your parents/guardians to read the contents of the handbook to get to know your school better.

Have a great school year!

IMPROVE YOUR LEARNING POWER
Going to school is your job. To do it well, you have to work at it. Here are a few tips that might help:

- **Choose the same time and place to study each day**
- **Find a comfortable place with fresh air and good lighting**
- **Avoid distractions**
- **Get enough sleep, exercise, and fun**
- **Study before you are tired**
- **Review material a little every day to improve your memory**
- **Make up work as soon as you return from an absence**
- **Write assignments down in your assignment book neatly and accurately**
- **Check Skyward and/or Google Classroom if you are not sure of your homework**

MORNING ARRIVAL TO SCHOOL

- *Buses:* Middle School students will be dropped off at the Middle School starting around 7:30 AM. The buses will then proceed to the High School to drop off HS students.

- *Parent Drop-Off of Students:* Any student being transported by their parents to school should be dropped off between the Middle and High School. Parents must drive to the back of the Middle School and follow the traffic pattern for drop off. Drop off should occur between 7:30 AM and 7:45 AM.

Please understand there will be an increase of traffic and drop off may take longer than expected.

BREAKFAST

Students are encouraged to eat breakfast each morning. Breakfast will be provided in the cafeteria each morning from 7:30-7:45.

Prices:

Middle School Breakfast:	$ 1.30
Extra Milk:	$0.75

MORNING ENTRANCE & HOMEROOM

Students will be able to enter the building at 7:30 am and proceed to either breakfast or a designated holding area. At 7:50 am, students will be released from breakfast and holding areas to make their way to homerooms.

LOCKERS

Lockers will be provided to our students. Lockers should be used by the students for academics, coats, and bags.

BACKPACKS

Students are permitted to carry backpacks from class to class.

WATER FOUNTAINS

The Middle School installed water bottle filling stations on the first and second floor.

WATER BOTTLES

Students are permitted to carry a water bottle throughout the day. If the water bottle becomes an educational distraction, the student may be asked to no longer carry a water bottle. Please make sure all water bottles are labeled with the student's first and last name.

HALLWAYS

Students are to walk on the right side of the hallway. Hall passes are used when students travel to other locations in the school during class time.

CAFETERIA & LUNCH

Students will choose their own seat for lunch. If a discipline issue occurs, students may be assigned a seat.

Lunch Prices

Middle School Lunch:	$3.00
Extra Milk:	$0.75

As long as the student has a positive account balance, students are permitted to purchase additional food or snack items.

AFTERNOON BUS DISMISSAL & PARENT PICK-UP

All students will be dismissed by 2:44 PM. Starting around 2:20 PM, access to the middle school will be limited and eventually shut off as buses start to line up for dismissal. Any parent wanting to pick up their child at dismissal should arrange with their child a meeting place off campus. Parents may also pick up their child directly from the middle school after the buses leave (around 2:55 PM).

BELL SCHEDULE

Huntingdon Area Middle School Daily Bell Schedule

Class Period	Time
Office Opens	7:00 AM
Students Enter	7:30 - 7:50 AM
Homeroom	7:53 - 8:02 AM
Period 1	8:05 - 8:50 AM
Period 2	8:53 - 9:38 AM
Period 3	9:41 - 10:26 AM
Period 4	10:29 - 11:14 AM
Period 5 A	11:17 - 11:47 AM
Period 5 B	11:50 AM - 12:20 PM
Period 6	12:23 - 1:08 PM
Period 7	1:11 - 1:56 PM
Period 8	1:59 - 2:44 PM

Notes

- **45 Minute Class Periods**
- **Students will each lunch either 5A or 5B**
- **Spring Math will be the opposite of the student lunch**

ADDITIONAL BELL SCHEDULES

II. ATTENDANCE

(Reference School Board Policy #204)

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

Attendance shall be required of all students during the days and hours that school is in session, except that authorized district staff may excuse a student for temporary absences upon receipt of satisfactory evidence of mental, physical, or other urgent reasons that may reasonably cause the student's absence.

The Board shall establish and enforce attendance requirements, in accordance with applicable laws and regulations, Board policy and administrative regulations.

Attendance Guidelines	
Tardy	**Arriving to school after 7:53 AM**
1/2 Day Absence	**Absent between 3-5 periods**
Full Day Absence	**Absent 6 or more periods**

COMPULSORY SCHOOL ATTENDANCE REQUIREMENTS

All students of compulsory school age who reside in the district shall be subject to the compulsory school attendance requirements. Compulsory school age shall mean the period of a student's life from the time the student's person in parental relation elects to have the student enter school, which shall be no later than six (6) years of age, until the student reaches eighteen (18) years of age. The term does not include a student who holds a certificate of graduation from a regularly accredited, licensed, registered or approved high school.

A student shall be considered in attendance if present at any place where school is in session by authority of the Board; the student is receiving approved tutorial instruction, or health or therapeutic services; the student is engaged in an approved and properly supervised independent study, work-study or career education program; the student is receiving approved homebound instruction; or the student's placement is instruction in the home.

EXCUSED/LAWFUL ABSENCE

The Board considers the following conditions or situations constitute reasonable cause for absence from school:

1. Illness, including if a student is dismissed by designated district staff during school hours for health-related reasons
2. Obtaining professional health care or therapy services rendered by a licensed practitioner of the healing arts in any state, commonwealth or territory
3. Quarantine
4. Family Emergency
5. Recovery from an accident
6. Required court attendance
7. Death in the family
8. Participation in a project sponsored by a statewide or countywide 4-H, FFA or combined 4-H and FFA group, upon prior written request
9. Observance of a religious holiday observed by a bona fide religious group, upon prior written parental request
10. Non School-sponsored educational tours or trips, if the following conditions are met (a through c):
    a. The parent/guardian submits a written request for excusal prior to the absence
    b. The student's participation has been approved by the Superintendent or designee
    c. The adult directing and supervising the tour or trip is acceptable to the parents/guardians and the superintendent.
11. College or postsecondary institution visit, with prior approval
12. Other urgent reasons that may reasonably cause a student's absence, as well as circumstances related to homelessness, foster care and other forms of educational instability.

The district may limit the number and duration of nonschool-sponsored educational tours or trip college or postsecondary institution visits for which excused absences may be granted to a student during the school year.

TEMPORARY EXCUSALS

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

Students receiving tutorial instruction in a field not offered in the district's curricula from a properly qualified tutor approved by the Superintendent, when the excusal does not interfere with the student's regular program of studies.

Students participating in a religious instruction program, if the following conditions are met:

The person in parental relation submits a written request for excusal. The request shall identify and describe the instruction, and the dates and hours of instruction.

The student shall not miss more than thirty-six (36) hours per school year in order to attend classes for religious instruction.

Following each absence, the person in parental relation shall submit a statement attesting that the student attended the instruction, and the dates and hours of attendance.

School age children unable to attend school upon recommendation of the school physician and a psychiatrist or school psychologist, or both, and with approval of the Secretary of Education.

PARENTAL NOTICE of ABSENCE

Absences shall be treated as unlawful until the district receives a written excuse explaining the absence, to be submitted within three (3) days of the absence.

A maximum of ten (10) days of cumulative lawful absences verified by parental notification shall be permitted during a school year. All absences beyond ten (10) cumulative days shall require an excuse from a licensed practitioner of the healing arts.

UNEXCUSED/UNLAWFUL ABSENCE

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

Students whose absence is determined to be unexcused may not be permitted to make up missed assignments. An out-of-school suspension may not be considered an unexcused absence.

ENFORCEMENT of COMPULSORY ATTENDANCE REQUIREMENTS

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

The notice shall:

1. Include a description of the consequences if the student becomes habitually truant;

2. Be in the mode and language of communication preferred by the person in parental relation and:
    a. Include notice that a habitually truant student may not transfer, during the school year, to a cyber charter school unless a judge determines that the transfer is in the best interest of the student; and
    b. Include resources available to assist the student and the person in parental relation with returning the student to compliant compulsory attendance and opportunities for academic recovery in response to the truant behavior.

When the notice is transmitted to a person who is not the biological or adoptive parent, it shall also be provided to the student's biological or adoptive parent, if the parent's mailing address is on file with the school and the parent is not precluded from receiving the information by court order.

The notice may include the offer of a School Attendance Improvement Conference.

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

School Attendance Improvement Conference (SAIC) -

District staff shall notify the person in parental relation in writing and by telephone of the date and time of the SAIC.[32]

The purpose of the SAIC is to examine the student's absences and reasons for the absences in an effort to improve attendance with or without additional services.[8]

The following individuals shall be invited to the SAIC:[8]

1. The student.
2. The student’s person in parental relation.
3. Other individuals identified by the person in parental relation who may be a resource.
4. Appropriate school personnel.
5. Recommended service providers.

Neither the student nor the person in parental relation shall be required to participate, and the SAIC shall occur even if the person in parental relation declines to participate or fails to attend the scheduled conference.[32]

The outcome of the SAIC shall be documented in a written School Attendance Improvement Plan. The Plan shall be retained in the student's file. A copy of the Plan shall be provided to the person in parental relation, the student and appropriate district staff.

The district may not take further legal action to address unexcused absences until the scheduled SAIC has been held and the student has incurred six (6) or more days of unexcused absences.[

Student is *Habitually Truant* - When a student has six (6) or more school days of unexcused absences during the current school year by a child subject to compulsory school attendance.

When a student under fifteen (15) years of age is habitually truant, district staff:

1. Shall refer the student to:
    a. A school-based or community-based attendance improvement program; or
    b. The local children and youth agency.
2. A citation may be filed in the office of the appropriate judge against the person in parental relation who resides in the same household as the student.

When a student fifteen (15) years of age or older is habitually truant, district staff shall:

1. Refer the student to a school-based or community-based attendance improvement program; or
2. File a citation in the office of the appropriate judge against the student or the person in parental relation who resides in the same household as the student.

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

Regardless of age, when district staff refer a habitually truant to the local children and youth agency or file a citation with the appropriate judge, district staff shall provide verification that the school held a School Attendance Improvement Conference.

FILING A CITATION

A citation shall be filed in the office of the appropriate magisterial district judge whose jurisdiction includes the school in which the student is or should be enrolled, against the student or person in parental relation to the student. Additional citations for subsequent violations of the compulsory school attendance requirements may only be filed against a student or person in parental relation in accordance with the specific provisions of the law.

Special Needs and Accommodations

If a truant or habitually truant student may qualify as a student with a disability, and require special education services or accommodations, the Director of Special Education shall be notified and shall take action to address the student's needs in accordance with applicable law, regulations and Board policy. For students with disabilities who are truant or habitually truant, the appropriate team shall be notified and shall address the student's needs in accordance with applicable law, regulations and Board policy.

Discipline

The district shall not expel or impose out-of-school suspension, disciplinary reassignment or transfer for truant behavior.

PARENT COMMUNICATION of ABSENCE

The Huntingdon Area School District will take the following actions to communicate and address students that are absent, truant, habitually truant, or have chronic absenteeism:

1. Each day a student is absent from school the home will be called by the School Messenger System to notify the parents/guardians of the absence.
2. 1st & 2nd Unexcused Absences: A notification letter will be generated and stored in the family access portal in Skyward. All families have the availability to access Skyward.
3. 3rd Unexcused Absence: A warning letter describing consequences for habitual truancy will be mailed home.
4. 4th Unexcused Absence: An invitation to attend a School Attendance Improvement Conference (SAIC)
5. 7th Day of Cumulative Absence: A letter will be mailed home describing that your student is approaching ten (10) cumulative absences and will need an excuse from a licensed practitioner of the healing arts once the student exceeds ten (10) cumulative absences.
6. 10th Day of Cumulative Absence: A letter will be mailed home stating that all future absences from school will require an excuse from a licensed practitioner of the healing arts.

CHRONIC ABSENTEEISM

The state of Pennsylvania identifies chronic absenteeism as an important component to the Every Student Succeeds Act (ESSA). Chronic absenteeism is one indicator that Huntingdon Area Middle School will be evaluated on as part of our building score.

Chronic absenteeism will be calculated based on the number of students who have missed more than ten (10) percent of school days across the academic year. Students must not exceed 18 days absent in order for HAMS to receive a high evaluation.

Any student who is chronically absent will have his/her absences reviewed by a committee consisting of the Superintendent, Building Principal, and Classroom Teachers. Chronically absent is defined as missing more than 10% of the school days across the academic year. If the committee determines that the absences are not due to health reasons, the student may receive no credit for all courses being taken.

Chronic absenteeism may result in students losing the privilege of participating in school sponsored activities.

Absence Procedures:

1. When a student returns to school after an absence, the student must give a properly signed excuse from the parent or guardian or provide a medical excuse from a licensed practitioner of the healing arts to the homeroom teacher or the office.
2. Failure to provide a proper excuse within three (3) days will result in the absence being classified as unexcused. Each day that is not covered by a legal excuse will result in an unexcused day on record. If a student is under the compulsory school attendance law, proper steps will be taken to enforce that law.

EDUCATIONAL TRIPS

Educational trips during the school year are permitted but are not encouraged. If an educational trip will be scheduled, please avoid our state testing windows. State testing during the 2024-2025 school year is as follows:

- English Language Arts (ELA): April 26 - 30, 2027
- Mathematics, Science and make-up exams: May 3 - 7, 2027
- Keystone Exam testing window: May 17 - 28, 2027 (the testing window is subject to change)

Any educational trip must have prior approval from administration. Educational Trips not exceeding five (5) school days may be excused under the following conditions:

1. A written request for the trip is submitted to the principal five (5) school days in advance.
2. The educational trip is within the first ten (10) absences.
3. The student must be in good standing. Good standing is determined by the administration and the student's teacher(s) and based on attendance and academic progress.

Failure to meet any of the above conditions may result in unexcused absences. At the request of the student, work will be provided prior to departure.

The Board may limit the number and duration of tours or trips for which excused absences may be granted to a student during the school term.

Educational trips not exceeding five (5) school days per year will be excused provided that they have met the stated requirements. Any educational trip exceeding five (5) days will be counted as (1) unexcused day per absence.

COURSEWORK

Coursework is a valuable part of the educational process at the Middle School. Coursework must be completed on a regular basis. Any work missed or not completed will have a negative effect on the course grade.

Students are responsible for making up any missed assignments/tests when absent. Coursework can be found on each grade level's work log or in the class Google Classroom. You should contact the school at 814-643-2900 before 9:00 AM to request work for your child. School materials may be picked up in the office after 2:30 PM or at your request can be sent home with another student or sibling. Students who are absent for one day have two days to make up any assignments/tests missed unless other arrangements have been made with your child's teachers. Students who are assigned In-School Suspension (ISS) or Out-of-School Suspension (OSS) will be given their daily assignments/tests and will receive credit for all work completed.

TARDINESS TO SCHOOL

- Students arriving to homeroom/first period after 7:53 AM will be admitted by the teacher and marked tardy unexcused.
- Students arriving at school after 7:53 AM must report to the office to sign in and/or present a parental excuse indicating the reason for being late.
- Students without a note will be marked unexcused tardy. Students will receive a pass to class.
- Reasons for excused tardiness are: illness, appointment with doctor's excuse, inclement weather, late buses. Any other reason is considered an unexcused tardy.
- Tardy periods will be totaled toward total days absent, and excessive tardiness may result in a citation being filed with the District Magistrate.

Total Tardies	Levels of Consequences		Total Tardies	Levels of Consequences
1-2	Warning		6	One (1) ISS
3-4	One (1) Detention		7+	Administrative Discretion
5	Two (2) Detentions			

EARLY RELEASES

Students are not permitted to leave school before the close of the school day unless it is recommended by the school nurse for illness or by the school administration for some legitimate reason. Students requesting an early release for a medical appointment must present an official excuse from the medical provider for the early release to be excused. The school reserves the right to call parents when an early dismissal is requested. An appointment card should be sent in if one is available. Early releases will be totaled toward total days absent, and excessive early releases may result in a citation being filed with the District Magistrate.

The procedure for early dismissals will be as follows:

- The student must present a written note from his/her parent or guardian requesting the early dismissal during homeroom. This note must contain name, phone number, reason for request, time of departure, and expected time of return. Verbal requests will not be recognized.
- Students will be given an early dismissal slip and early dismissals will be recorded on the attendance bulletin.
- Parents must come into the office to sign their child out unless prior arrangements have been made with the office.
- When the student returns, he/she must report to the office to sign in and receive a pass to class. An excuse from the doctor's office is required in order for the absence to be considered a doctor appointment or medical excuse.
- Students are responsible to receive and turn in any class work missed during their absence.
- If the dismissal results in half a day absence, a doctor's excuse will be required if the child is over their 10 illness day limits or it will be considered illegal.

TARDINESS TO CLASS

Students are responsible for being in class on time. A reasonable amount of time is provided for changing classes. Teachers will keep appropriate records and work with students to resolve problems of tardiness. Disciplinary consequences are listed below:

Procedure for handling tardiness to class and school:

Procedure for handling tardiness to class and school are in the Behavior Expectations and Guidelines.

FIELD TRIPS

Class and school-wide field trips may be scheduled throughout the year as a component of our planned curricula. The intent of our field trips is to enrich or extend classroom activities. Parental permission forms with pertinent information about the trip will be sent home before the field trip and must be signed by the parent/guardian and returned to the school in a timely manner. In the event of serious or extended illness, the participating teachers and administration will decide if a student is capable of going on the field trip.

Students involved in school approved field trips:

- Multiple detentions or suspensions may result in a student not attending the field trip

HOMEBOUND INSTRUCTION

- Reference School Board Policy #117

III. STUDENT CODE of CONDUCT

For any school district to function properly, reasonable and necessary rules governing student conduct must be designed and enforced. Every student that is in non-compliance with the following rules will be disciplined based on knowledge of the current problem and past experience with the individual involved. Every situation is different, and after hearing all the facts involved, a decision will be made.

The administration and teachers retain the right to assign such discipline for infractions that are not specifically listed within this handbook. Students may be disciplined taking into consideration the past disciplinary record of the student and any other extenuating circumstances. All disciplinary actions are at the discretion of the administration.

ACCEPTABLE SCHOOL BEHAVIOR

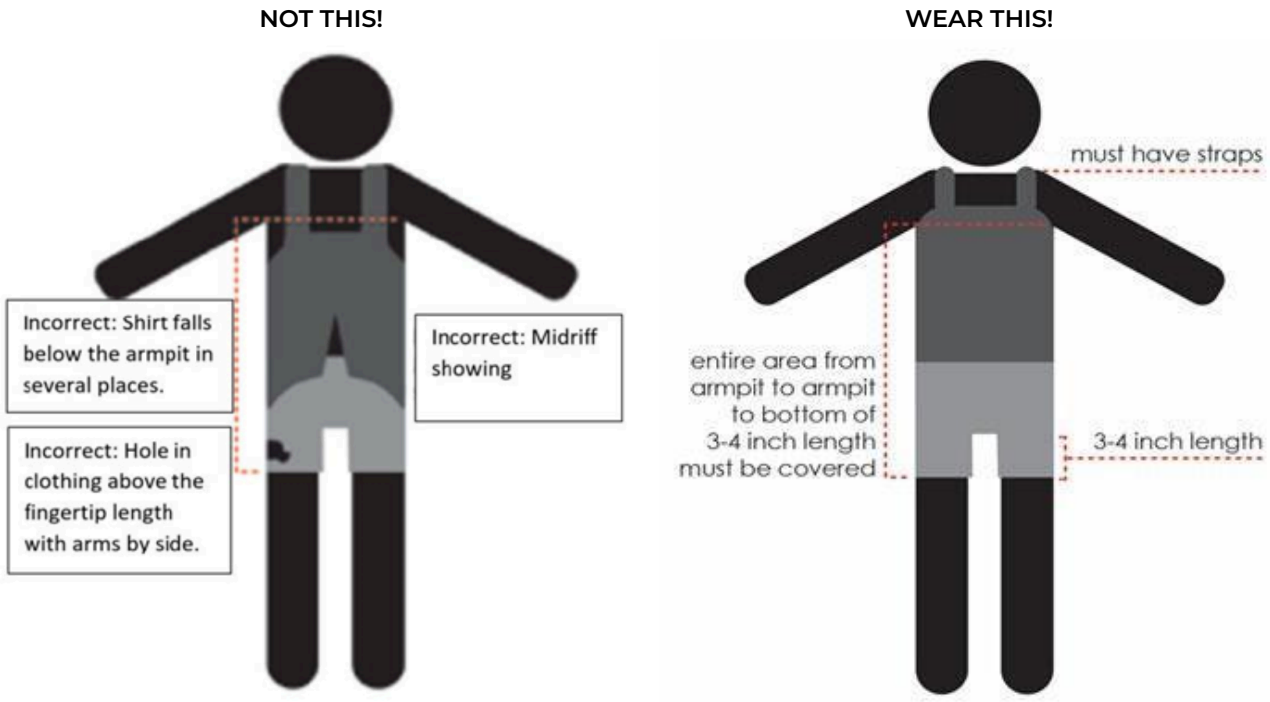
PHILOSOPHY:

The Huntingdon Area Middle School believes that all students should have the opportunity to learn and grow in a learning environment that is safe and friendly for both students and staff. This positive environment is the responsibility of students, staff, parents, and the community. Students and staff will be expected to:

- **Be considerate of all individuals in any school environment or activity**
- **Take pride in the building. Keep it clean and in good condition**
- **Show respect to fellow students, school employees, and all visitors**
- **Contribute to a safe, orderly, and healthy learning environment**
- **Come to class prepared to learn**

DRESS GUIDELINES

Dress Guidelines Diagram
Appropriate Dress Example Inappropriate Dress Example



Clothing will not be disruptive to the learning environment. In order to create an atmosphere of learning, cleanliness and safety, the following are guidelines for proper dress:

1. **Cleanliness and personal hygiene must be stressed at all times.**
2. **Sandals, shoes, or some form of footwear must be worn at all times.**
3. **Clothing must cover areas from one armpit across to the other armpit, down to approximately 3 to 4 inches in length on the upper thighs. Tops must have two straps with one strap on each shoulder. Rips or tears in clothing should be lower than the 3 to 4 inch coverage area. Please see the diagram above.**
4. **See-through or mesh garments may not be worn without appropriate coverage underneath that meet the minimum requirements of the dress code.**
5. **Clothing may not depict, imply, advertise, or advocate illegal, violent, or lewd conduct, or the use of alcohol, marijuana, or other controlled substances.**
6. **Clothing may not depict or imply pornography, nudity, or sexual acts.**

7. Clothing may not display or **imply** vulgar, discriminatory, or obscene language or images.
8. Clothing may not state, **imply**, or depict hate speech/imagery targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation, or any other protected classification.
9. All undergarments must be covered by outerwear.
10. Hats, visors, bandanas, berets, hoods, sunglasses, blankets, or any accessory deemed disruptive or unsafe may not be worn in school.
11. Display of gang colors, symbols, language, or gestures associated with undesirable groups/gangs will not be tolerated.
12. Students are not permitted to draw on themselves. This includes, but is not limited to, the use of markers, pens, or other writing instruments to create designs, messages, or any other markings on skin.

School officials reserve the right to determine what constitutes appropriate dress and may impose limitations on dress or articles that cause the disruption of the educational process or constitute a health or safety hazard. Violation of the Dress Guidelines will result in students being required to comply with the guidelines before returning to class. Repeat offenses may result in disciplinary action.

Definitions

A. Assault

Hitting, biting, kicking, or striking with an object another student or staff member will not be tolerated. Assault will result in suspension from school.

B. Bicycles and Wheeled Devices

A bicycle rack is available for security. The school is not responsible for lost or damaged items and will not allow wheeled devices to be kept in the office or school.

C. Bus Rules

Rules and consequences (suspension of bus privileges) are addressed in the Transportation Section. In addition, students are subject to additional consequences in accordance with school discipline policies. *Students are not permitted to ride a bus other than the bus to which they are assigned without prior permission from the Transportation Director.*

D. Class Skipping

Students are expected to attend all classes in their schedules. Unexcused absences from classes will result in disciplinary consequences per behavior guidelines and expectations.

E. Network/Electronic Device Policy

All students must have a completed School District Acceptable Use Policy on file before being permitted system access. Violation of policy will result in disciplinary consequences.

F. Disorderly Conduct

The Huntingdon Area Middle School has a ZERO tolerance for violence or threats of violence.

Misconduct, disobedience, or disorderly conduct will not be tolerated. Commission of any of the following offenses will subject the pupil committing such offenses to out-of-school suspension, alternative school, and/or expulsion. A mental health assessment may also be required prior to the student's return to regular school. In addition, in accordance with Section 1341 of the School Code, charges may be filed by the Police Department for further civil action.

- Fighting
- Performing an act of violence or threat of violence against school personnel or members of the student body
- Engaging in any conduct or activity contrary to, or in violation of, the Pennsylvania Crimes Code or ordinances of any municipality within the district
- Active participation in school disruption
- Throwing of objects that could inflict harm such as snowballs, money, pens, pencils, etc. is prohibited
- Hazing

G. Disrespecting the Property of Others

Damage to or theft of the property of others will not be tolerated. Students will be liable for the cost of repair or replacement in addition to other disciplinary consequences.

H. Disrespectful or Aggressive Behavior Toward Staff or Students

Students are expected to behave in a respectful manner toward all other students and staff members.

I. Disruptive Behavior

Disruption of the educational process will not be tolerated.

J. Failure to Attend Detention

Students are expected to attend scheduled detentions without reminders. Failure to do so may result in additional consequences per the behavior guidelines and expectations.

K. False Alarms and Bomb Threats
Pulling a fire alarm, calling 911, making a bomb threat, or signaling for assistance under false pretenses is a serious offense. Anyone caught in violation will be reported to the police department, will be given Out-of-School Suspension, and will be recommended to the student Services Committee of the School Board for expulsion.

L. Forgery
Signing or having someone sign a document with something other than his/her own name or alter a document will result in discipline.

M. Gambling
Any event, action, or statement, which relies on chance for monetary advantage of one participant at the expense of others is prohibited. This includes exchanging items of value or currency and extends to keeping score for later settlement. Consequences may result from gambling.

N. Hall Passes
Students and Teachers will be using physical passes for hallway travel and restroom use.

O. Bullying/Cyberbullying (Reference School Board Policy #249)
The Board is committed to providing a safe, positive learning environment for district students. The Board recognizes that bullying creates an atmosphere of fear and intimidation, detracts from the safe environment necessary for student learning, and may lead to more serious violence. Therefore, the Board prohibits bullying by district students.

Students share the responsibility with the administration and faculty of developing and maintaining a climate within the school that is conducive to wholesome learning and living. No student has the right to interfere with the education of his/her fellow students. It is the responsibility of each student to respect the rights of teachers, students, administrators, and all others who are involved in the educational process.
Definitions

Bullying means an intentional electronic, written, verbal or physical act or series of acts directed at another student or students, which occurs in a school setting, that is severe, persistent or pervasive and has the effect of doing any of the following:

1. Substantially interfering with a student's education.
2. Creating a threatening environment.
3. Substantially disrupting the orderly operation of the school.

School setting means in the school, on school grounds, in school vehicles, at a designated bus stop or at any activity sponsored, supervised or sanctioned by the school.

Authority
The Board prohibits all forms of bullying by district students.

The Board encourages students who believe they or others have been bullied to promptly report such incidents to the building principal or designee.

Students are encouraged to use the district's report form, available from the building principal, or to put the complaint in writing; however, oral complaints shall be accepted and documented. The person accepting the complaint shall handle the report objectively, neutrally and professionally, setting aside personal biases that might favor or disfavor the student filing the complaint or those accused of a violation of this policy.

The Board directs that verbal and written complaints of bullying shall be investigated promptly, and appropriate corrective or preventive action be taken when allegations are substantiated. The Board directs that any complaint of bullying brought pursuant to this policy shall also be reviewed for conduct which may not be proven to be bullying under this policy but merits review and possible action under other Board policies.

Title IX Sexual Harassment and other Discrimination
Every report of alleged bullying that can be interpreted at the outset to fall within the provisions of policies addressing potential violations of laws against discrimination and discriminatory harassment shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of a bullying investigation, potential issues of discrimination or discriminatory harassment are identified, the Compliance Officer the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged bullying.

Confidentiality
Confidentiality of all parties, witnesses, the allegations, the filing of a complaint and the investigation shall be handled in accordance with applicable law, regulations, this policy and the district's legal and investigative obligations.

Retaliation
Reprisal or retaliation relating to reports of bullying or participation in an investigation of allegations of bullying is prohibited and shall be subject to disciplinary action.

Delegation of Responsibility
Each student shall be responsible to respect the rights of others and to ensure an atmosphere free from bullying.

The Superintendent or designee shall develop administrative regulations to implement this policy.

The Superintendent or designee shall ensure that this policy and administrative regulations are reviewed annually with students.

The Superintendent or designee, in cooperation with other appropriate administrators, shall review this policy every three (3) years and recommend necessary revisions to the Board.

District administration shall annually provide the following information with the Safe School Report:
1. Board's Bullying Policy.
2. Report of bullying incidents.
3. Information on the development and implementation of any bullying prevention,intervention or education programs.

Guidelines
The Code of Student Conduct, which shall contain this policy, shall be disseminated annually to students.

This policy shall be accessible in every classroom. The policy shall be posted in a prominent location within each school building and on the district website.

Education
The district shall develop, implement and evaluate bullying prevention and intervention programs and activities. Programs and activities shall provide district staff and students with appropriate training for effectively responding to, intervening in and reporting incidents of bullying.

Consequences for Violations
A student who violates this policy shall be subject to appropriate disciplinary action consistent with the Code of Student Conduct, which may include:
1. Counseling within the school
2. Parental conference
3. Loss of school privileges.
4. Transfer to another school building, classroom or school bus
5. Exclusion from school-sponsored activities
6. Detention
7. Suspension
8. Expulsion
9. Counseling/Therapy outside of school
10. Referral to law enforcement officials

P. UNLAWFUL HARASSMENT (Reference School Board Policy #248)
The Board strives to provide a safe, positive learning climate for students in the schools. Therefore, it shall be the policy of the district to maintain an educational environment in which harassment in any form is not tolerated.

Authority
The Board prohibits all forms of unlawful harassment of students and third parties by all district students and staff members, contracted individuals, vendors, volunteers, and third parties in the schools. The Board encourages students and third parties who have been harassed to promptly report such incidents to the designated employees.

The Board directs that complaints of harassment shall be investigated promptly, and corrective action be taken when allegations are substantiated. Confidentiality of all parties shall be maintained, consistent with the district's legal and investigative obligations.

No reprisals nor retaliation shall occur as a result of good faith charges of harassment.

Definitions
For purposes of this policy, harassment shall consist of verbal, written, graphic or physical conduct relating to an individual's race, color, ancestry, creed, national origin/ethnicity, sex, age, marital status, pregnancy, handicap/disability, sexual orientation or religion when such conduct:
1. Is sufficiently severe, persistent or pervasive that it affects an individual's ability to participate in or benefit from an educational program or activity or creates an intimidating, threatening or abusive educational environment.
2. Has the purpose or effect of substantially or unreasonably interfering with an individual's academic performance.
3. Otherwise adversely affects an individual's learning opportunities.

For purposes of this policy, sexual harassment shall consist of unwelcome sexual advances; requests for sexual favors; and other inappropriate verbal, written, graphic or physical conduct of a sexual nature when:

1. Submission to such conduct is made explicitly or implicitly a term or condition of a student's academic status.
2. Submission to or rejection of such conduct is used as the basis for academic or work decisions affecting the individual.
3. Such conduct deprives a student of educational aid, benefits, services or treatment.
4. Such conduct is sufficiently severe, persistent or pervasive that it has the purpose or effect of substantially interfering with the student's school performance or creating an intimidating, hostile or offensive educational environment.

Examples of conduct that may constitute sexual harassment include but shall not be limited to sexual flirtations, advances, touching or propositions; verbal abuse of a sexual nature; graphic or suggestive comments about an individual's dress or body; sexually degrading words to describe an individual; jokes; pin-ups; calendars; objects; graffiti; vulgar statements; abusive language; innuendoes; references to sexual activities; overt sexual conduct; or any conduct that has the effect of unreasonably interfering with a student's ability to work or learn or creates an intimidating, hostile or offensive learning or working environment.

Delegation of Responsibility
In order to maintain an educational environment that discourages and prohibits unlawful harassment, the Board designates the Superintendent or designee as the district's Compliance Officer.

The Compliance Officer shall publish and disseminate this policy and the complaint procedure at least annually to students, parents/guardians, employees, independent contractors, vendors, and the public. The publication shall include the position, office address and telephone number of the Compliance Officer.

The administration shall be responsible to provide training for students and employees regarding all aspects of unlawful harassment.

Each staff member shall be responsible to maintain an educational environment free from all forms of unlawful harassment.

Each student shall be responsible to respect the rights of their fellow students and district employees and to ensure an atmosphere free from all forms of unlawful harassment.

The building principal or designee shall be responsible to complete the following duties when receiving a complaint of unlawful harassment:

1. Inform the student or third party of the right to file a complaint and the complaint procedure.
2. Inform the complainant that s/he may be accompanied by a parent/guardian during all steps of the complaint procedure.
3. Notify the complainant and the accused of the progress at appropriate stages of the procedure.
4. Refer the complainant to the Compliance Officer if the building principal is the subject of the complaint.

Complaint Procedure – Student/Third Party
Step 1 – Reporting
A student or third party who believes s/he has been subject to conduct that constitutes a violation of this policy is encouraged to immediately report the incident to the building principal or a district employee.

A school employee who suspects or is notified that a student has been subject to conduct that constitutes a violation of this policy shall immediately report the incident to the building principal.

If the building principal is the subject of a complaint, the student, third party or employee shall report the incident directly to the Compliance Officer.

The complainant or reporting employee is encouraged to use the report form available from the building principal, but oral complaints shall be acceptable.

Step 2 – Investigation
Upon receiving a complaint of unlawful harassment, the building principal shall immediately notify the Compliance Officer. The Compliance Officer shall authorize the building principal to investigate the complaint, unless the building principal is the subject of the complaint or is unable to conduct the investigation.

The investigation may consist of individual interviews with the complainant, the accused, and others with knowledge relative to the incident. The investigator may also evaluate any other information and materials relevant to the investigation.

The obligation to conduct this investigation shall not be negated by the fact that a criminal investigation of the incident is pending or has been concluded.

Step 3 – Investigative Report
The building principal shall prepare and submit a written report to the Compliance Officer within fifteen (15) days, unless additional time to complete the investigation is required. The report shall include a summary of the investigation, a determination of whether the complaint has been substantiated as factual and whether it is a violation of this policy, and a recommended disposition of the complaint.

The complainant and the accused shall be informed of the outcome of the investigation, including the recommended disposition of the complaint.

Step 4 – District Action
If the investigation results in a finding that the complaint is factual and constitutes a violation of this policy, the district shall take prompt, corrective action to ensure that such conduct ceases and will not recur. District staff shall document the corrective action taken and, where not prohibited by law, inform the complainant.

Disciplinary actions shall be consistent with the Code of Student Conduct, Board policies and district procedures, applicable collective bargaining agreements, and state and federal laws, and may include educational activities and/or counseling services.

If it is concluded that a student has knowingly made a false complaint under this policy, such student shall be subject to disciplinary action.

Appeal Procedure

1. If the complainant is not satisfied with a finding of no violation of the policy or with the recommended corrective action, she/he may submit a written appeal to the Compliance Officer within fifteen (15) days.
2. The Compliance Officer shall review the investigation and the investigative report and may also conduct a reasonable investigation.
3. The Compliance Officer shall prepare a written response to the appeal within fifteen (15) days. Copies of the response shall be provided to the complainant, the accused and the building principal who conducted the initial investigation.
4. The Compliance Officer may confirm, refuse or modify any finding or corrective action as part of the appeal procedure.

CYBER HARASSMENT - Any of the above that is transmitted using electronic technology.
Violation of unlawful harassment may result in In School or Out of School Suspension.
Offenders may be required to have mandated counseling. School Resource Officer (SRO) may be notified.

Q. DATING VIOLENCE (Reference School Board Policy #252)
The purpose of this policy is to maintain a safe, positive learning environment for all students that is free from dating violence. Dating violence is inconsistent with the educational goals of the district and is prohibited at all times.

Definitions
Dating Partner shall mean a person, regardless of gender, involved in an intimate relationship with another person, primarily characterized by the expectation of affectionate involvement, whether casual, serious or long-term.

Dating Violence shall mean behavior where one person uses threats of, or actually uses, physical, sexual, verbal or emotional abuse to control the person's dating partner.

Authority
The Board encourages students who have been subjected to dating violence to promptly report such incidents.

The district shall investigate promptly all complaints of dating violence and shall administer appropriate discipline to any student who violates this policy.

Title IX Sexual Harassment and Other Discrimination
Every report of alleged dating violence that can be interpreted at the outset to fall within the provisions of policies addressing potential violations of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of a dating violence investigation, potential issues of discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged dating violence.

Discipline of Student Convicted or Adjudicated of Sexual Assault

Upon notification of a conviction or adjudication of a student in this district for sexual assault against another student enrolled in this district, the district shall comply with the disciplinary requirements established by state law and Board policy.

Guidelines & Complaint Procedure
When a student believes that s/he has been subject to dating violence, the student is encouraged to promptly report the incident, orally or in writing, to the building principal, guidance counselor or classroom teacher.

If the investigation results in a substantiated finding of dating violence, the building principal shall recommend appropriate disciplinary action, as circumstances warrant, in accordance with the Code of Student Conduct.

HAZING – Reference School Board Policy #247
The purpose of this policy is to maintain a safe, positive environment for students and staff that is free from hazing. Hazing activities of any type are inconsistent with the educational goals of the district and are prohibited at all times.

Hazing occurs when a person intentionally, knowingly or recklessly, for the purpose of initiating, admitting or affiliating a student with an organization, or for the purpose of continuing or enhancing membership or status in an organization, causes, coerces or forces a student to do any of the following:

1. Violate federal or state criminal law.
2. Consume any food, liquid, alcoholic liquid, drug or other substance which subjects the student to a risk of emotional or physical harm.
3. Endure brutality of a physical nature, including whipping, beating, branding, calisthenics or exposure to the elements.
4. Endure brutality of a mental nature, including activity adversely affecting the mental health or dignity of the individual, sleep deprivation, exclusion from social contact or conduct that could result in extreme embarrassment.
5. Endure brutality of a sexual nature.
6. Endure any other activity that creates a reasonable likelihood of bodily injury to the student.

Aggravated hazing occurs when a person commits an act of hazing that results in serious bodily injury or death to the student and:

1. The person acts with reckless indifference to the health and safety of the student; or
2. The person causes, coerces or forces the consumption of an alcoholic liquid or drug by the student.

Organizational hazing occurs when an organization intentionally, knowingly or recklessly promotes or facilitates hazing.

Any activity, as described above, shall be deemed a violation of this policy regardless of whether:

1. The consent of the student was sought or obtained, or
2. The conduct was sanctioned or approved by the school or organization.

Student activity or organization means any activity, society, corps, team, club or service, social or similar group, operating under the sanction of or recognized as an organization by the district, whose members are primarily students or alumni of the organization.

For purposes of this policy, bodily injury shall mean impairment of physical condition or substantial pain.

For purposes of this policy, serious bodily injury shall mean bodily injury which creates a substantial risk of death or which causes serious, permanent disfigurement, or protracted loss or impairment of the function of any bodily member or organ.

The Huntingdon Area School District prohibits hazing in connection with any student's activity or organization regardless of whether the conduct occurs on or off school property or outside of school hours.

No student, parent/guardian, coach, sponsor, volunteer or district employee shall engage in, condone or ignore any form of hazing.

The Huntingdon Area School District encourages students who have been subject to hazing to promptly report such incidents to the building principal.

Title IX Sexual Harassment and Other Discrimination
Every report of alleged hazing that can be interpreted at the outset to fall within the provisions of policies addressing potential violations of laws against discrimination shall be handled as a joint, concurrent investigation into all allegations and coordinated with the full participation of the Compliance Officer and Title IX Coordinator. If, in the course of a hazing investigation, potential issues of discrimination are identified, the Title IX Coordinator shall be promptly notified, and the investigation shall be conducted jointly and concurrently to address the issues of alleged discrimination as well as the incidents of alleged hazing.

Delegation of Responsibility
Students, parents/guardians, coaches, sponsors, volunteers, and district employees shall be alert to incidents of hazing and shall report such conduct to the building principal or designee.

Guidelines
In addition to posting this policy on the district's publicly accessible website, the district shall inform students, parents/guardians, sponsors, volunteers and district employees of the district's policy prohibiting hazing, including district rules, penalties for violations of the policy, and the program established by the district for enforcement of the policy by means of publication in handbooks.

This policy, along with other applicable district policies, procedures and Codes of Conduct, shall be provided to all school athletic coaches and all sponsors and volunteers affiliated with a student activity or organization, prior to coaching an athletic activity or serving as a responsible adult supervising, advising, assisting or otherwise participating in a student activity or organization together with a notice that they are expected to read and abide by the policies, procedures and Codes of Conduct.

Complaint Procedure
A student who believes that they have been subject to hazing is encouraged to promptly report the incident to the building principal or designee.

Students are encouraged to use the district's report form, available from the building principal, or to put the complaint in writing; however, oral complaints shall be accepted and documented. The person accepting the complaint shall handle the report objectively, neutrally and professionally, setting aside personal biases that might favor or disfavor the student filing the complaint or those accused of a violation of this policy.

The Board directs that verbal and written complaints of hazing shall be provided to the building principal or designee, who shall promptly notify the Superintendent or designee of the allegations and determine who shall conduct the investigation. Allegations of hazing shall be investigated promptly, and appropriate corrective or preventive action be taken when allegations are substantiated. The Board directs that any complaint of hazing brought pursuant to this policy shall also be reviewed for conduct which may not be proven to be hazing under this policy but merits review and possible action under other Board policies.

Interim Measures/Police
Upon receipt of a complaint of hazing, the building principal or designee, in consultation with the Superintendent or designee, shall determine what, if any interim measures should be put in place to protect students from further hazing, bullying, discrimination or retaliatory conduct related to the alleged incident and report. Such interim measures may include, but not be limited to, the suspension of an adult who is involved, the separation of alleged victims and perpetrators, and the determination of what the complaining student needs or wants through questioning.

Those receiving the initial report and conducting or overseeing the investigation will assess whether the complaint, if proven, would constitute hazing, aggravated hazing or organizational hazing and shall report it to the police consistent with district practice and, as appropriate, consult with legal counsel about whether to report the matter to the police at every stage of the proceeding. The decision to report a matter to the police should not involve an analysis by district personnel of whether safe harbor provisions might apply to the person being reported, but information on the facts can be shared with the police in this regard.

Referral to Law Enforcement and Safe Schools Reporting Requirements
For purposes of reporting hazing incidents to law enforcement in accordance with Safe Schools Act reporting, the term incident shall mean an instance involving an act of violence; the possession of a weapon; the possession, use, or sale of a controlled substance or drug paraphernalia as defined in the Pennsylvania Controlled Substance, Drug, Device and Cosmetic Act; the possession, use, or sale of alcohol or tobacco; or conduct that constitutes an offense listed under the Safe Schools Act.

The Superintendent or designee shall immediately report required incidents and may report discretionary incidents, as defined in the Safe Schools Act, committed by students on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity to the local police department that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.

The Superintendent or designee shall notify the parent/guardian of any student directly involved in a defined incident as a victim or suspect immediately, as soon as practicable. The Superintendent or designee shall inform the parent/guardian whether or not the local police department that has jurisdiction over the school property has been or may be notified of the incident. The Superintendent or designee shall document attempts made to reach the parent/guardian.

In accordance with state law, the Superintendent shall annually, by July 31, report all new incidents to the Office for Safe Schools on the required form.

Confidentiality
Confidentiality of all parties, witnesses, the allegations, the filing of a complaint and the investigation shall be handled in accordance with applicable law, regulations, this policy and the district's legal and investigative obligations.

Retaliation
Reprisal or retaliation relating to reports of hazing or participation in an investigation of allegations of hazing is prohibited and shall be subject to disciplinary action.

Consequences for Violations
Safe Harbor - An individual needing medical attention or seeking medical attention for another shall not be subject to criminal prosecution if the individual complies with the requirements under law, subject to the limitations set forth in law.

If the investigation results in a substantiated finding of hazing, the principal shall recommend appropriate disciplinary action up to and including expulsion, as circumstances warrant, in accordance with the Code of Student Conduct. Additionally, the student may be subject to disciplinary action by the coach or sponsor, up to and including removal from the activity.

Building principals shall take such disciplinary action for violations of this policy as is appropriate and within their authority, as set forth in policy and the Code of Student Conduct. In addition to other authorized discipline, building principals shall have the authority, after providing the student or students an informal hearing, to impose a fine of up to fifty dollars ($50) on each student determined to have engaged in hazing in violation of this policy.

When recommended disciplinary action results in a formal hearing before the Board, in addition to other authorized disciplinary consequences, the Board may also impose a fine up to one hundred fifty dollars ($150) on each student determined to have engaged in hazing in violation of this policy.

When fines have not been paid, the Superintendent shall have the authority to direct that student's diplomas and/or transcripts be withheld until payment in full is made or a payment plan is agreed upon. In cases of economic hardship, the Superintendent shall consider whether diplomas and/or transcripts should be released despite an unpaid fine.

Any person who causes or participates in hazing may also be subject to criminal prosecution.

R. Housekeeping
In order to promote safety, respect, and a positive learning environment, students are expected to store books and personal items inside lockers.

S. Insubordination
Students must respect not only each other but respond to written and verbal directions given by ALL school personnel. When a person in a position of authority makes a reasonable request, students must comply in a respectful manner.

T. Leaving Building and/or School Property without Permission
Students are to remain in the building and/or on school property at all times during the school day unless proper permission has been obtained by the student before leaving.

U. Mechanical/Electronic Devices
The unauthorized possession and/or use of any type of electronic or mechanical device, which distracts or impedes the educational process is against policy. The following are examples of such but are not limited to: cell phones, iPods, cameras, handheld video game systems, tablets and other Internet capable devices. If a device is out without permission it can be confiscated. See behavior guidelines and expectations for infractions.

V. Possession of Matches/Lighter
Possession of matches or a lighter will result in a discipline offense.

W. Public Display of Affection
Public displays of affection will not be tolerated in school. This includes, but is not limited to: hugging, kissing, hand holding. This will result in a discipline offense.

X. Repeated Lack of Preparation for Class
Unprepared for class includes, but is not limited to: not bringing required materials and supplies and incomplete assignments. When this is a repeated offense and is reported to the office, administration will refer to the Student Behavior Guidelines and Expectations.

Y. Tardiness to Class or to School
Students are expected to arrive on time to school and to each class. Please refer to the Attendance section.

Z. Threats
Verbal, written, or gestured threats to do physical harm to another student or school employee may result in:

- Disciplinary action
- A mental health/threat assessment may be completed and when the student is cleared, he/she may return to school.
- Police will be notified and ALL information of the incident will be turned over to them for possible legal action.

AA. Tobacco and Vaping Products (Reference School Board Policy #222)
The Huntingdon Area School District recognizes that tobacco and vaping products, including the product marketed as Juul and other electronic cigarettes, present a health and safety hazard that can have serious consequences for users, nonusers and the school environment. The purpose of this policy is to prohibit student possession, use, purchase and sale of tobacco and vaping products, including Juuls and other electronic cigarettes.

Definition
State law defines the term tobacco product to broadly encompass not only tobacco but also vaping products including Juuls and other electronic cigarettes (e-cigarettes). Tobacco products, for purposes of this policy and in accordance with state law, shall be defined to include the following:

1. Any product containing, made or derived from tobacco or nicotine that is intended for human consumption, whether smoked, heated, chewed, absorbed, dissolved, inhaled, snorted, sniffed or ingested by any other means, including, but not limited to, a cigarette, cigar, little cigar, chewing tobacco, pipe tobacco, snuff and snus.

2. Any electronic device that delivers nicotine or another substance to a person inhaling from the device, including, but not limited to, electronic nicotine delivery systems, an electronic cigarette, a cigar, a pipe and a hookah.
3. Any product containing, made or derived from either:
    a. Tobacco, whether in its natural or synthetic form; or
    b. Nicotine, whether in its natural or synthetic form, which is regulated by the United States Food and Drug Administration as a deemed tobacco product.
4. Any component, part or accessory of the product or electronic device listed in this definition, whether or not sold separately.

The term tobacco product does not include the following:

1. A product that has been approved by the United States Food and Drug Administration for sale as a tobacco cessation product or for other therapeutic purposes where the product is marketed and sold solely for such approved purpose, as long as the product is not inhaled. NOTE: This exception shall be governed by Board policy relating to Medications.

2. A device, included under the definition of tobacco product above, if sold by a dispensary licensed in compliance with the Medical Marijuana Act.

NOTE: Guidance issued by the PA Department of Health directs schools to prohibit possession of any form of medical marijuana by students at any time on school property or during any school activities on school property. This exception shall be governed by Board policy relating to Controlled Substances/Paraphernalia.

Authority
The Huntingdon Area School District prohibits possession, use, purchase or sale of tobacco and vaping products, including the product marketed as Juul and other e-cigarettes, regardless of whether such products contain tobacco or nicotine, by or to students at any time in a school building; on school buses or other vehicles that are owned, leased or controlled by the school district; on property owned, leased or controlled by the school district; or at school-sponsored activities that are held off school property.

The Huntingdon Area School District prohibits student possession or use of products marketed and sold as tobacco cessation products or for other therapeutic purposes, except as authorized in the Board's Medication policy.

The Huntingdon Area School District prohibits student possession of any form of medical marijuana at any time in a school building; on school buses or other vehicles that are owned, leased or controlled by the school district; on property owned, leased or controlled by the school district; or at school-sponsored activities that are held off school property.

The Huntingdon Area School District authorizes the confiscation and disposal of products prohibited by this policy.

Delegation of Responsibility
The Superintendent or designee shall develop administrative regulations to implement this policy.

The Superintendent or designee shall notify students, parents/guardians and staff about the Board's tobacco and vaping products policy by publishing information in student handbooks, parental newsletters, posters, and by other efficient methods, such as posted notices, signs and on the district website.

Reporting
Parental Report

The Superintendent or designee shall notify the parent/guardian of any student directly involved in an incident involving possession, use, purchase or sale of a tobacco or vaping product, including a Juul or other e-cigarette, immediately, as soon as practicable. The Superintendent or designee shall inform the parent/guardian whether the local police department that has jurisdiction over the school property has been or may be notified of the incident. The Superintendent or designee shall document attempts made to reach the parent/guardian.

Office for Safe Schools Report
The Superintendent shall annually, by July 31, report all incidents of possession, use or sale of tobacco and vaping products, including Juuls or other e-cigarettes, by students to the Office for Safe Schools on the required form.

Law Enforcement Incident Report
The Superintendent or designee may report incidents of possession, use or sale of tobacco and vaping products, including Juuls or other e-cigarettes, by students on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity to the school police, School Resource Officer (SRO) or to the local police department that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.

Guidelines
A student who violates this policy shall be subject to prosecution initiated by the district and, if convicted, shall be required to pay a fine for the benefit of the district, plus court costs. In lieu of the imposition of a fine, the court may admit the student to an adjudication alternative.

Tampering with devices installed to detect use of tobacco or vaping products shall be deemed a violation of this policy and subject to disciplinary action.

Students with Disabilities
In the case of a student with a disability, including a student for whom an evaluation is pending, the district shall take all steps required to comply with state and federal laws and regulations, the procedures set forth in the memorandum of understanding with local law enforcement and Board policies.

BB. Truancy
Students are truant when they are absent from school without the knowledge/permission of their parent/guardian. Truancy may result in disciplinary action, citations, and/or referral to Children Youth Services (CYS).

CC. Vandalism
Students who willfully destroy school property will be suspended from school. Students will also be held liable for the property destroyed. The police may be notified.

DD. Vulgar or Obscene Language, Gestures, Images, or Drawings
The possession of literature or illustrations which disrupt the educational process or which are obscene will not be tolerated. Cursing or using abusive language, including remarks intended to demean a person's race, religion, sex, national origin, handicapping condition, or intellectual ability is prohibited. Students may be suspended from school.

IV. SUBSTANCE ABUSE, WEAPONS, & TERRORISTIC THREATS

Controlled Substances/Paraphernalia - Reference School Board Policy #227

The Board recognizes that the use and abuse of controlled substances as defined in this policy is a serious problem with legal, physical and social implications for the whole school community. The purpose of this policy is to prohibit student possession, use and/or distribution of controlled substances, except as permitted by applicable state or federal law and Board policy.

I. CONTROLLED SUBSTANCES, MIND-ALTERING SUBSTANCES, or DRUG PARAPHERNALIA

A. Definitions

The term Controlled Substances means

- Controlled substances prohibited by federal and state laws
- Look-alike drugs
- Alcoholic beverages
- Anabolic steroids
- Drug paraphernalia
- Any volatile solvents or inhalants, such as but not limited to glue and aerosol products
- Substances that when ingested causes a physiological effect that is similar to the effect of a controlled substance as defined by state or federal laws
- Prescription or nonprescription (over-the-counter) medications, except those for which permission for use in school has been granted pursuant to Board policy

Under the influence shall include any consumption or ingestion of controlled substances by a student.

Look-alike drugs shall include any pill, capsule, tablet, powder, plant matter or other item or substance that is designed or intended to resemble a controlled substance prohibited by this policy, or is used in a manner likely to induce others to believe the material is a controlled substance.

The term Mind-Altering Substance refers to

- A substance that acts in a manner where it alters brain function, resulting in changes in perception, mood, consciousness, and behavior.

The term Drug Paraphernalia means

- All equipment, products and materials of any kind that either are designed for use or intended by the student for use in packaging, repackaging, storing, containing, concealing, injecting, ingesting, inhaling, or otherwise introducing into the human body any controlled substance, including, but not limited to, those items enumerated in The Pennsylvania Criminal Code.

The term Substance Abuse means:

- The use, possession, sale, distribution, possession with intent to sell or distribute, or the attempted sale or distribution of a controlled substance or drug paraphernalia.
- Being under the influence of a controlled substance.

B. Possession or Use: Possession is defined as an amount for one single use of a substance by one individual. Any greater amount of the substance will be considered as possession with intent to distribute. The policy for sale and distribution will be used.

Violations of this policy may result in disciplinary action up to and including expulsion and referral for prosecution.

The Superintendent or designee shall immediately report required incidents and may report discretionary incidents involving the prohibited possession, use or sale of controlled substances on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity to the law enforcement agency that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with law enforcement and Board policies.

The Superintendent or designee shall notify the parent/guardian of any student directly involved in an incident involving the prohibited possession, use or sale of controlled substances as a victim or suspect immediately, as soon as practicable. The Superintendent or designee shall inform the parent/guardian whether or not the law enforcement agency that has jurisdiction over the school property has been or may be notified of the incident. The Superintendent or designee shall document attempts made to reach the parent/guardian.

In accordance with state law, the Superintendent shall annually, by July 31, report all incidents of prohibited possession, use or sale of controlled substances to the PA Department of Education on the required form.

In all cases involving students and controlled substances, the need to protect the school community from undue harm and exposure to drugs shall be recognized.

Anabolic Steroids

The Board prohibits the use of anabolic steroids by students involved in school-related athletics, except for a valid medical purpose. Body building and muscle enhancement, increasing muscle bulk or strength, or the enhancement of athletic ability are not valid medical purposes. Human Growth Hormone (HGH) shall not be included as an anabolic steroid.[24]

Students shall be made aware of the dangers of steroid use; that anabolic steroids are classified as controlled substances; and that their unauthorized use, possession, purchase or sale could subject students to suspension, expulsion and/or criminal prosecution.

Reasonable Suspicion/Testing

If based on the student's behavior, medical symptoms, vital signs or other observable factors, the building principal has reasonable suspicion that the student is under the influence of a controlled substance, the student may be required to submit to drug or alcohol testing. The testing may include but is not limited to the analysis of blood, urine, saliva or the administration of a Breathalyzer test.

II. WEAPONS AND EXPLOSIVES

(Reference - School Board Policy 218.1)

A. Purpose

The Board recognizes the importance of a safe school environment to the educational process. Possession of weapons in the school environment is a threat to the safety of students and staff and is prohibited by law.

B. Definitions

- Weapon - the term shall include but is not limited to any knife, cutting instrument, cutting tool, nunchaku, firearm, shotgun, rifle, replica of a weapon and any other tool, instrument or implement capable of inflicting serious bodily injury.
- Possession - a student is in possession of a weapon when the weapon is found on the person of the student; in the student's locker or assigned storage area; or under the student's control while on school property, on property being used by the school, at any school function or activity, at any school event held away from the school or while the student is coming to or from school.

C. Authority

The Board prohibits students from possessing and bringing weapons and replicas of weapons into any district buildings, onto school property, to any school-sponsored activity and onto any public vehicle providing transportation to or from school or a school-sponsored activity, or while the student is coming to or from school.

The Board shall expel for a period of not less than one (1) year any student who violates this weapons policy. Such expulsion shall be given in conformance with formal due process proceedings required by law and Board policy.

The Superintendent may recommend modifications of such expulsion requirement on a case-by-case basis.

In the case of a student with a disability, including a student for whom an evaluation is pending, the district shall take all steps

required to comply with state and federal laws and regulations, the procedures set forth in the memorandum of understanding with law enforcement and Board policies.

D. Delegation of Responsibility

The Superintendent or designee shall react promptly to information and knowledge concerning possession of a weapon. Such action shall be in compliance with state law and regulations and with the procedures set forth in the memorandum of understanding with the law enforcement agency that has jurisdiction over the school's property, and the district's emergency preparedness plan.

When the behavior of a student in possession of a weapon indicates a threat to the safety of the student, other students, school employees, school facilities, the community or others, district staff shall report the student to the threat assessment team, in accordance with applicable law and Board policy.

E. Reporting

Law Enforcement Incident Report -
The Superintendent or designee shall immediately report incidents involving weapons on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity to the law enforcement agency that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with law enforcement and Board policies.[2][11][13][17][18][19]

Parental Report - Direct Involvement -
The Superintendent or designee shall notify the parent/guardian of any student directly involved in an incident involving weapons as a victim or suspect immediately, as soon as practicable. The Superintendent or designee shall inform the parent/guardian whether or not the law enforcement agency that has jurisdiction over the school property has been or may be notified of the incident. The Superintendent or designee shall document attempts made to reach the parent/guardian.[11][12][18][20]

Additional Parental and Employee Notifications -
The Superintendent or designee shall, in accordance with applicable law, ensure notification of an incident involving possession of a weapon on school property, at a school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity, to employees and parents/guardians of students, as follows:[12][21]

1. Incident occurring at a school building - Notification to parents/guardians of students enrolled in or attending that school building and school employees assigned to that building.
2. Incident occurring at a school building that shares a campus with other school buildings - Notification to parents/guardians of students enrolled or attending and school employees assigned to any building on the shared campus.
3. Incident occurring at a school-sponsored activity or on a public conveyance providing transportation to or from a school or school-sponsored activity - Notification to the appropriate population of parents/guardians and school employees. Notification is not required if the incident is not directly related to the school-sponsored activity or the students or staff involved in the activity.

Such notification(s) must occur within twenty-four (24) hours of the incident using a method of communication likely to reach designated parents/guardians and employees, unless the circumstances of the incident necessitate otherwise.[12]

Annual School Safety and Security Incidents Report -
In accordance with state law, the Superintendent shall annually, by July 31, report all incidents involving possession of a weapon to the PA Department of Education on the required form.

F. Guidelines
The building principal shall annually inform staff, students and parents/guardians about the Board policy prohibiting weapons and about their personal responsibility for the health, safety and welfare of the school community.

An exception to this policy may be made by the Superintendent, in accordance with law, who shall prescribe special conditions or administrative regulations to be followed.

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

III. Terroristic Threats (Reference - Board Policy 218.2)

Purpose
The Board recognizes the danger that terroristic threats by students present to the safety and welfare of district students, staff and community. The Board acknowledges the need for an immediate and effective response to a situation involving a terroristic threat.

Definitions
Communicate - shall mean to convey in person or by written or electronic means, including telephone, electronic mail, Internet, facsimile, telex and similar transmissions.

Terroristic threat - shall mean a threat communicated either directly or indirectly to commit any crime of violence with the intent to terrorize another; to cause evacuation of a building, place of assembly or facility of public transportation; or to otherwise cause serious public inconvenience, or cause terror or serious public inconvenience with reckless disregard of the risk of causing such terror or inconvenience.

Authority
The Board prohibits any district student from communicating terroristic threats directed at any student, employee, school director, community member or property owned, leased or being used by the district.

In the case of a student with a disability, including a student for whom an evaluation is pending, the district shall take all steps required to comply with state and federal laws and regulations, the procedures set forth in the memorandum of understanding with law enforcement and Board policies.

Delegation of Responsibility
The Superintendent or designee, in coordination with the threat assessment team, shall react promptly to information and knowledge concerning a possible or actual terroristic threat. Such action shall be in compliance with state law and regulations, Board policy and administrative regulations, the procedures set forth in the memorandum of understanding with law enforcement agencies having jurisdiction over school property and the district's emergency preparedness plan.

Guidelines
In all cases of terroristic threats, where a student's behavior indicates a threat to the safety of the student, other students, school employees, school facilities, the community or others, district staff shall report the student to the threat assessment team, in accordance with applicable law and Board policy.

Staff members and students shall be made aware of their responsibility for informing the threat assessment team regarding any information or knowledge relevant to a possible or actual terroristic threat.

The threat assessment team shall immediately inform the Superintendent or designee, School Safety and Security Coordinator and building principal of a terroristic threat, in accordance with Board policy and administrative regulations.

The Superintendent or designee may report incidents involving terroristic threats on school property, at any school-sponsored activity or on a conveyance providing transportation to or from a school or school-sponsored activity to the law enforcement agency that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures set forth in the memorandum of understanding with law enforcement and Board policies.

The Superintendent or designee shall notify the parent/guardian of any student directly involved in an incident involving a terroristic threat as a victim or suspect immediately, as soon as practicable. The Superintendent or designee shall inform the parent/guardian whether or not the law enforcement agency that has jurisdiction over the school property has been or may be notified of the incident. The Superintendent or designee shall document attempts made to reach the parent/guardian.

In accordance with state law, the Superintendent shall annually, by July 31, report all incidents of terroristic threats to the PA Department of Education on the required form.

If a student is expelled for making terroristic threats, the Board may require, prior to readmission, that the student provide competent and credible evidence from a behavioral service provider that the student does not pose a risk of harm to others.

IV. Procedures for Handling Violations and Penalties

A. In the event that the Principal has reasonable cause to believe that a student is violating or has violated the discipline policy:

- The Principal or his/her designee may search such student's locker, desk, personal belongings, such as book bag, clothing, pocketbook, etc.
- In the event that a search discloses the existence of contraband, the Principal or his/her designee will retain such contraband for delivery to police authorities for appropriate disposition and will notify the Superintendent.

Such contraband should be seized in the presence of witnesses and marked for future identification.
The principal should deliver to the owner of the contraband, if known, a receipt with the names of the witnesses and their signatures.

The Principal should also obtain a receipt from the police officer who takes possession of such contraband. The Principal will maintain a record of the seizure, which will include the date and time of any seizure, the name of the person from whom the contraband was received, the date and time of the disposition of the contraband, the name of the person to whom the contraband was delivered, and description of the contraband. Any person having seized or received contraband will be prepared to testify as to its purpose and the times and dates of this possession.

B. In the event that it is determined that the student has violated Sections I, II, or III of the substance abuse, weapons/explosives, or arson section, the procedures will be as follows:

- The administration shall immediately notify by telephone the student's parents/guardians and the school Superintendent. In all instances in which any contraband is seized, administration will observe the procedure described in Paragraph A.2. of this section.
- The administration will confer with the student, his/her parents or guardians, police officials, and school Superintendent or his/her designee to discuss the incident and determine a proper course of action consistent with the policy set forth

herein.

V. Prevention

- The administration and staff shall maintain a general knowledge of Controlled Substances and be able to recognize significant changes in appearance and behavior in students.
- The administration and staff shall monitor each substance abuse case to ensure that an appropriate intervention and follow-up response has been made.
- The administration will promptly investigate any report or rumor of the presence or possession of any contraband or materials that may cause or result in arson.

Use of Drug Detecting Canines
The Huntingdon Area School District has authorized the use of drug detecting canines in the school district. All persons need to be aware that searches will be periodic and unannounced and will include all lockers, backpacks, and all vehicles on school grounds.

Hallway Lockers, Physical Education Lockers, and Backpacks
The above may be searched by authorized school personnel with reasonable cause without prior warning. Students should not have an expectation of privacy at school for these items.

Safe2Say
If there is an immediate safety concern after school hours, students are encouraged to use the Safe2Say Something program to report tips anonymously. However, if there is a concern during school hours, students should make a report directly to a staff member, teacher, or administrator via email or in person. Safe2Say Something is accessible on:

- Student Chromebooks
- 1-844-SAF2SAY
- SAFE2SAYPA.ORG

V. SCHOOLWIDE POSITIVE BEHAVIOR INTERVENTIONS and SUPPORTS (PBIS)

HAMS BEARCATS

The Schoolwide Positive Behavior Interventions and Support system has been adopted by middle school as a means to instill proper behavior within our students. Using the guided model approach to teach proper behavior, the faculty and staff of the Middle School will be constantly modeling to the students the types of behavior we hope to see from them. By targeting instructional design and delivery, classroom/school arrangements, and rules and procedures, a significant number of school-wide behavioral problems can be prevented, leaving staff with fewer individual problems to manage and increase instructional time.

After a number of surveys and faculty/staff discussions, it was determined that our “hot spots” include: classrooms, bathrooms, cafeteria, hallways, and buses. From here, we developed our core expectations for each area. These expectations focus on our slogan: BEARCATS. Each student is encouraged to show BEARCATS by following these expectations.

Throughout our school, at each hot spot location, students are reminded of our “BEARCATS” expectations for that particular area. The expectations are broken down into five general items:

Be Engaged
Act Responsibly
Care About the Team
Safety

With this program, we are able to reward the students on various levels for showing proper behavior. Students can receive rewards independently and as a team. These reinforcements can be implemented by all employees-principals, teachers, para-educators, custodians, cafeteria staff, secretaries, and bus drivers.

All teachers and employees will use LiveSchool to award points to students who are positively demonstrating the targeted behavior. The use of LiveSchool is to reward students and staff and serves as a reminder to accentuate the positive and keep a proactive frame of mind. The points earned through LiveSchool will then be used to “purchase” rewards online at the Bearcats Store.

POSITIVE SCHOOL WIDE BEHAVIOR EXPECTATION MATRIX

Rule/Area	Be Engaged	Act Responsibly	Care About the Team	Safety
Arrival	Be on time Follow adult directions	Report directly to location	Use appropriate tone, language, and volume Hold doors for others Use manners	Use appropriate entry Report to designated area Always walk Respect others personal space and property Follow street safety rules
Assemblies/Special Events	Listen attentively Focus on presentation Participate appropriately	Use approved electronic devices appropriately and responsibly	Wait your turn to be dismissed Use appropriate tone, volume, and language Applaud appropriately	Respect others personal space and property Stay in assigned area Keep walking paths clear
Bus	Follow adult directions Be aware of your bus stop	Keep area clean	Use appropriate tone, language, and volume Be polite Be a good role model for younger students	Remain seated Respect others personal space and property
Cafeteria	Positive social interactions Follow adult directions	Alert an adult if something is wrong Only take what food you pay for Use approved electronic devices properly	Keep area clean Thank cafeteria staff Use appropriate tone, language, and volume	Wait in line patiently Respect others personal space and property Always walk
Classroom	Be prepared and participate Keep restroom trips as short as possible Complete all assignments Use time wisely Pay attention and follow directions	Complete all work Be on time Keep restroom trips as short as possible Use approved electronic devices properly If absent, complete missed assignments	One person speaking at a time Keep your area clean Use appropriate tone, language, and volume Speak kindly to all	Respect others personal space and property Leave room as you found it Use materials appropriately Follow safety procedures (fire drills, lock down, etc.) Have pass in hallways
Dismissal	Be aware of your surroundings and watch for cars/buses	Report directly to your bus or pick up area	Use appropriate tone, volume, and language Hold door for others	Leave on time Always walk Follow traffic safety rules Wait on sidewalk for bus

Hallway	Transition to class on time Find the most efficient way to get to class	Keep hallway clean Use locker quickly and quietly	Use appropriate tone, volume, and language	Always walk Respect others personal space and property Find the most efficient way to get to class
Library/Media Center	Use time wisely Actively use the library or return to class	Use equipment appropriately Follow adult directions Sign out and return borrowed items on time Have a pass	Use appropriate tone, volume, and language Use approved electronic devices properly	Always walk Respect others personal space and property
Locker Room	Use time wisely Use locker at appropriate time	Use good hygiene Secure your personal belongings	Respect others' privacy and property Clean up your area	Always walk Respect others' privacy and property
Office/Nurse	Respect others Have a pass to be there	Follow office protocol Find the most efficient way to get to the office Follow early dismissal protocols	Use appropriate tone, volume, and language Wait your turn State your purpose politely Be aware of other people in the office Respect other people's privacy	Respect others personal space and property Wait in designated area
Restroom	Us restroom as quickly as possible Alert adults to messes Return to class immediately	Use hall pass	Use facilities appropriately Respect the privacy of others	Flush toilet Wash hands Respect others personal space and property

VI. DISCIPLINARY ACTIONS

The Middle School administration and teachers retain the right to assign such discipline for infractions that are not specifically listed within this statement. Students will be disciplined taking into consideration the past disciplinary record of the student and any other extenuating circumstances.

REPRIMAND AND WARNING

For some infractions, first offenses, and minor behavior problems, teachers and/or administrators may reprimand a student or students. A warning may be issued that further, more serious, or repeated problems will result in increased consequences.

LUNCH DETENTION

Administration may also assign lunch detention for minor infractions. Students will be assigned to go to a designated area to eat lunch away from his/her peers. Lunch detentions are assigned in thirty (30) minute increments.

AFTER SCHOOL DETENTION

Detention is held Tuesday and Thursday from 2:50 until 3:50 PM. Parents are responsible for transportation for their child. In addition, failure to report to detention may result in additional consequences.

Detentions may eliminate activity nights, assemblies, clubs, activities, field trips, and athletics. Extracurricular activities cannot be an excuse for missing detention. An administrator must approve excused absences from detention prior to the absence. Approved absences will result in detention being rescheduled.

Detentions and subsequent consequences are cumulative in most instances. However, the level or step of consequences may change at the discretion of the administration depending on circumstances or severity of the infraction.

SUSPENSION

Students who have major rule infractions (e.g., Assault, Insubordination, Vandalism) will receive either In-School Suspension (ISS) or Out-of-School Suspension (OSS). In-School Suspension is held every day at the Middle School. Students who are assigned ISS must report to the Middle School office with all books immediately following homeroom. In order for her/him to receive credit for these assignments, s/he must complete and return the assignments to the appropriate teacher immediately upon return to class. Students who are assigned ISS or OSS may not participate in any extracurricular activity (ex. sports, activity night) until 8:00 AM of the next school day following completion of the suspension.

VII. BEHAVIORAL GUIDELINES & EXPECTATIONS

Infraction	*Definition*	*Examples (but not limited to)*	*Violations of the infraction may result in any of the following*
Academic Dishonesty/Cheating	Any cheating that occurs in relation to a formal academic exercise	Minor: Plagiarism as defined above on assessments such as: • Homework • Classwork • Quizzes Major: Plagiarism as defined above on assessments such as: • Chapter/Unit exams • Projects • Essays • Midterms and Finals	Minor: 1st Offense: Verbal warning & Documentation in Skyward Student will redo alternative assignment for the score achieved 2nd Offense: Documentation in Skyward Student will redo alternative assignment for 50% of the score achieved 3rd Offense & Subsequent Offenses: Documentation in Skyward. Zero Grade Major: 1st Offense: Documentation in Skyward Student will redo alternative assignment for 50% of the score achieved, 1 Day ISS 2nd Offense & Subsequent Offenses: Documentation in Skyward Zero Grade with no option for revision, 1-3 Days ISS
Assault or Assault with a Weapon on Staff or Students	An unlawful attack by one person or another	Minor: None Major: Intentionally, knowingly, or recklessly causing bodily injury	10 days OSS; SRO notified

AUP/Technology Violation (Acceptable Usage Policy)	Computer or file hacking or mishandling Using another person's account information or personal gain	Minor: None Major: Accessing any site not approved by the district Accessing any system that is password controlled Using another's lunch account Changing computer hardware or software Sharing computer accounts/passwords	1-3 Detentions (After School or Lunch) 1-5 Days ISS 1-5 Days OSS Loss of technology privileges
Bullying/Cyberbullying, Unlawful Harassment, Dating Violence, and Hazing	Violation of school district policy.	Minor: None Major: Any violation of this offense as determined by school policy	ISS or OSS SRO notified Other consequences may occur as stated in each individual policy
Bus Misconduct	Exhibiting disruptive or unsafe conduct while on the bus	Excessive noise Refusal to follow bus driver's instructions Throwing objects inside/outside the bus Harassment or bullying of other students Standing or moving around the bus Improper seating (Feet in the aisle) Vandalism or damage to the bus Engaging in a physical altercation	1st Offense: Warning, Reteaching of Expectations, Change in Assigned Seating and/or Conference with Administration 2nd Offense: Reteaching of Expectations, Change in Assigned Seating, Loss of Privilege, and/or removal from the bus for one day, Detention(s) or ISS 3rd Offense: Reteaching of Expectations, Change in Assigned Seating, Loss of Privilege, Implementation of behavior Intervention, Parent Conference and/or removal from the bus for no more than three (3) days. Detention(s) or ISS 4th Offense: Reteaching of Expectations, Change in Assigned Seating, Loss of Privilege, Implementation of behavior Intervention, Parent Conference and/or removal from the bus for no more than five (5) days. Subsequent offense(s): Reteaching of Expectations, Change in Assigned Seating, Loss of Privilege, Implementation of behavior Intervention, Parent Conference and/or removal from the bus for an additional day or remainder of the year

Cell Phone Violation	Violating school rules about cell phone use	Minor: Having cell phone out during school hours Listening to music on earbuds Major: Repeated minor violations Taking pictures or videos within the school environment Having phone out in restrooms Possession of inappropriate pictures	Minor: 1st Offense: Confiscation of device, placed on the teacher's desk, and given to the student after class.Documentation in Skyward 2nd Offense: Confiscation of device; Device delivered to the office and given to the student at the end of the day. Documentation in Skyward. A detention may be assigned 3rd Offense: Device is sent to the office. Parents/Guardians are contacted to pick up the device at their convenience. Documentation in Skyward. A detention may be assigned Minor/Major: Daily Device Drop Off 1-3 Detentions (After School or Lunch) 1-5 Days ISS 1-5 Days OSS Referral to SRO
Class Disruption or Violation of Classroom Rules	Inappropriate behavior that hinders the learning of self or others	Minor: Talking during instruction Horseplay/throwing objects without the intent to harm Distracting other during class Major: 3 or more minor violations	Minor: 1st Offense: Teacher warning & Teacher documentation in Skyward 2nd Offense: Teacher documentation in Skyward Administrative warning 3rd Offense (or more): Teacher or Administrative assigned detention. Major: 1-3 Detentions (After School or Lunch) 1-5 Days ISS 1-5 Days OSS
Cut Class	Skipping a class	Minor: None Major: Intentionally missing an assigned class or part of a class	1-3 Detentions (After School or Lunch) 1-5 Days ISS

Defiant/Disrespectful/ Noncompliant/ Insubordination	Acting in a deliberate and defiant and objectionable manner	Minor: None Major: Back talk Refusal to comply with reasonable requests Being argumentative toward teacher Documented repeated refusal to follow a staff member's instruction Leaving a classroom/meeting space without teacher permission Ignoring/Arguing/Talking Back Refusing to follow directions Communicating in an inappropriate manner: either written or verbal Non-verbal gestures (ex. eye rolling)	1-3 Detentions (After School or Lunch) 1-5 Days ISS 1-5 Days OSS
Disrespectful to Peers **Provoking Behavior**	Words or actions meant to demean or hurt another Behavior or words that will cause a negative reaction from another student	Minor: Minor name calling Major: Major name calling Student delivers socially rude or dismissive messages to students Shoving another student Negatively talking about another student Spreading rumors	Minor: 1st Offense: Teacher warning & Teacher documentation in Skyward 2nd Offense: Teacher documentation in Skyward Administrative warning 3rd Offense (or more): Teacher or administrative assigned detention Major: 1-3 Detentions (After School or Lunch) 1-5 Days ISS 1-5 Days OSS
Dress Code	Clothing will not be disruptive to the learning environment.	See page 8 for examples	Will result in students being required to comply with the guidelines before returning to class Repeat offenses may result in disciplinary action

Electronic Equipment Violation • **Chromebooks** • **Gaming Devices** • **iPads**	Violating individual classroom rules about electronic equipment use	Minor: Electronic device out during restricted time Playing games without permission Major: Repeated minor violations Taking pictures or videos within the school environment	1st Offense: Verbal Warning & Documentation in Skyward 2nd Offense: Confiscation of device, placed on the teacher's desk, and given to the student after class. Documentation in Skyward (2nd Warning) 3rd Offense: Device is sent to the office. Documentation in Skyward. A detention may be assigned Minor/Major: 1-3 Detentions (After School or Lunch)) 1-5 Days ISS 1-5 Days OSS Referral to SRO
Failure to Serve Detention/ISS	Not showing up for detention or ISS Not communicating with administration to reschedule detention or ISS	See definition	Rescheduled detention or ISS Increased penalty for initial infraction
False Alarms/Disruption Under False Pretense	Willfully and without cause, tampering with, altering, or breaking any public or private fire or safety alarm, apparatus, or device	Minor: None Major: Activating/pulling a fire alarm Tampering with or using a fire extinguisher Tampering with or misusing any safety device Tampering with surveillance devices False call to 911	1-10 Days OSS and SRO notified
Fighting	Use of physical force upon another student	Minor: None Major: Engaging in any physically aggressive behavior that has the potential to harm	1-10 days ISS or OSS and SRO notified

Forgery of Passes/Excuses	Providing false information, documentation, or forgery	Minor: None Major: Signing a parent/guardian's signature on an excuse note or official document Lying on classroom/school documents Unapproved reproduction of documents	1-3 Detentions (After School or Lunch) 1-5 Days ISS 1-5 Days OSS
Handbook Violation **Failure to Follow Procedures**	Not following the expected school or classroom behaviors	Failure to follow teacher instructions Not abiding by posted area expectations	1-3 Detentions (After School or Lunch) Administrative assigned ISS or OSS 1-5 Days ISS 1-5 Days OSS
Inappropriate and/or Abusive Language, Literature, Illustrations, or Actions	Inappropriate language or physical gestures or physical actions	Minor: None Major: Using or demonstrating vulgar, perverse and/or offensive language or gestures Inappropriate public display of affection Taunting to provoke another Taking unsolicited pictures or videos Taking pictures or videos of student misconduct	1-3 Detentions (After School or Lunch) 1-5 Days ISS 1-5 Days OSS

Inappropriate Location/ Unauthorized Area	Student is in an area that is defined as off-limits to students or that the student does not have permission to be in during that time period	Minor: None Major: Accessing network closets Accessing teachers' or staff's offices, desks, file cabinets, and belongings Being in the gym during a non-assigned time without permission	1-3 Detentions (After School or Lunch) 1-5 Days ISS 1-5 Days OSS
Left School Without Permission	Student leaves school property without permission	Minor: None Major: Going out for lunch Going home for any reason without permission Going off school grounds anytime after arrival	1-3 Detentions (After School or Lunch)) 1-5 Days ISS 1-5 Days OSS
Lying	Student provides false information to school personnel or administration Student willingly omits information that is known	Minor: None Major: Being untruthful about whereabouts Providing misleading information to protect friends	1-3 Detentions (After School or Lunch) 1-5 Days ISS 1-5 Days OSS
Physical Contact and/or Physical Aggression	Minor: Intentional unwarranted physical contact of peers Major: Intent to cause humiliation or harm to peers through unwarranted physical contact	Minor: Push, shove, or run into another student Horseplay Major: Slapping, hitting, or kicking Other actions carried out with intent to harm or humiliate peers Any minor violation that could lead to injury of another person	Minor: 1st Offense: Teacher warning. Teacher documentation in Skyward 2nd Offense: Teacher documentation in Skyward Administrative warning 3rd Offense (or more): Teacher or administrative assigned detention Major: 1-3 Detentions (After School or Lunch) 1-5 Days ISS 1-5 Days OSS
Possession of Matches or a Lighter	Unauthorized use/possession of matches or lighter	Minor: None Major: Matches in pockets Lighters in purses	1-5 Days ISS 1-5 Days OSS

Possession, Use or Sell of Tobacco (includes electronic cigarettes, vapes, Juuls)	Possession of or using tobacco products or look-alikes, including eCigarettes, vapes, and juuls	Cigarettes, e-cigarette, Juul, and/or vape in purse or backpack Chewing tobacco in locker Possession of a spitter	1-5 Days ISS 1-5 Days OSS Citation issued Borough of Huntingdon Ordinance 958-2019
Property Misuse/Damage **Vandalism**	Property Misuse(minor): Using school or personal property in an inappropriate manner Property Damage/Vandalism (major): Damage that cannot be removed by routine cleaning and/or restored to original form	Minor: Drawing on desks, walls, or in textbooks Using equipment inappropriately Breaking pencils Major: Tearing pages out of a textbook Carving names in desks Cutting a bus seat Damaging another student's cell phone	Minor: 1st Offense: Teacher warning & Teacher documentation in Skyward 2nd Offense: Teacher documentation in Skyward Administrative warning 3rd Offense (or more): Teacher or administrative assigned detention Major: 1-3 Detentions (After School or Lunch) 1-5 Days ISS 1-5 Days OSS **Student will be monetarily responsible for replacing or restoring item
Tardiness to Class	Arriving to class late after the bell	See Definition	Minor: 1st Offense: Teacher Warning & Teacher documentation in Skyward 2nd Offense: Teacher documentation in Skyward Administrative Warning Major: 3rd-5th Offense: 1 Detention 6th-7th Offense: 2 Detentions 8th Offense: 1 Day ISS 9th Offense: 2 Days ISS 10+ Offenses: Administrators Discretion

Theft	Engaging in any act of theft or attempted theft	Minor: None Major: Taking personal items from others Intentional taking of school property without permission	1-3 Detentions (After School or Lunch) 1-5 Days ISS 1-5 Days OSS
Threatening School Official/Student	Words or actions that are deemed threatening toward another individual	Minor: None Major: "I'm going to beat you up after school" "You better watch your back" Student tells the teacher, "I know where you live"	1-10 Days ISS and/or OSS SRO notified

Any disciplinary infraction committed by a student may result in the superintendent and the school resource officer (SRO) being notified. The administration may recommend other consequences up to expulsion. The school resource officer may also investigate the situation to determine if charges need to be filed.

ALTERNATIVE EDUCATION

Alternative Education placement of a student may result from a series of incidents from any of the previously mentioned reasons/examples, wherein the student does not respond in a positive and forthright manner to in- or out-of-school suspension. Students who are placed in an alternative setting may be transitioned into regular classes and may participate in district-sponsored activities at administrative discretion.

EXPULSION (Reference School Board Policy #233)

The School Board, or an appropriately appointed committee, may, after a proper hearing, permanently expel a student. Reasons for expulsion may be, but are not limited to:

1. Repeated discipline offenses.
2. Violation of the Substance Abuse, Weapon, & Terroristic Threats Policy.
3. Any violation that affects the safety or well being of students, faculty, or staff, or disrupts the educational environment

EXPULSION HEARING

The student who is being recommended by the middle school administration for expulsion from school will have a formal hearing held before the school board or a committee authorized by the school board.

VIII. GENERAL INFORMATION

BACKPACKS

Backpacks are permitted to be used to carry school materials from class to class. Like lockers, students should not have an expectation of privacy. Backpacks will be subject to search with reasonable cause.

BEVERAGES/SNACK GUIDELINES

Students are permitted to carry from class to class water bottles that contain water. Energy drinks are strictly prohibited. Soda, coffee, etc. are not permitted to be carried or consumed in the hallways or classrooms. Students may not bring glass beverage containers to school. Appropriate drinks (energy drinks are not appropriate) and/or snacks are to be opened and consumed in the cafeteria or classroom during an activity assigned by the teacher. Open beverage containers and snacks may not be kept in hall lockers.

ELECTRONIC DEVICES/CELL PHONES

- Cell phones and/or unauthorized electronic devices are **NOT** permitted to be used during the school day between 7:30 AM and 2:44 PM.
- Cell phones should be turned off and stored in the student's backpack during school the school day between 7:30 AM and 2:44 PM.
- The use of cell phones and/or electronic devices for unauthorized picture taking or recording (video or audio) of any kind is strictly prohibited. Failure to comply with this rule will result in, at minimum, an after school detention.

- Cell phones and/or electronic devices are prohibited in the restrooms. Failure to comply with this rule will result in, at minimum, an after school detention.
- The use of cell phones and/or electronic devices for any illegal activity is strictly prohibited. Failure to comply with this rule will result in notifying the school resources officer.

TELEPHONES

A telephone, located in the main office, is provided for students' use. A student must first have permission from the teacher to come to the office to use the phones. The student will then gain permission from the office secretary. The student will then be required to fill out a phone log sheet located by the telephone.

Any use of cell phones and/or electronic devices that impede or distract from the educational environment may be disciplined. Students utilizing cell phones and/or electronic devices to contact parents/guardians during school hours may be disciplined. ***All phone calls and messages need to go through the office***. The school nurse will contact home with concerns regarding a student's health.

HALL LOCKERS

Students will be assigned a locker in the corridor close to their homeroom. Locks are permitted on these lockers; however, a spare key or combination must be given to the office. The Middle School will provide the use of a lock to students if requested. Locks remain the property of the District; loss or destruction of locks will be subject to replacement charges. Students are discouraged from bringing valuables to school. The school is not responsible for lost, damaged or stolen valuables. Students may not use any locker but the one assigned to them. Lockers are school property; using them is a privilege, not a right. Items are to be kept in the locker, not on the top of the locker. Anything located on top of the locker will be removed. The Huntingdon Area School District will not be responsible for theft when students fail to use a lock or share lockers. Students should not have an expectation of privacy for hall and gym lockers. These areas will be subject to search with reasonable cause.

STUDENT SEARCHES (Reference School Board Policy #226)

School officials have the authority to lawfully search students or their belongings, including lockers, automobiles, electronic devices, purses, backpacks, clothing, and other possessions, without a warrant, when in school, on school grounds or when otherwise under school supervision, if there is a reasonable suspicion that the place or thing to be searched contains prohibited contraband, material that would pose a threat to the health, safety and welfare of the school population, or evidence that there has been a violation of the law, Board policy, or school rules.
The scope and extent of searches must be reasonable in relation to the nature of the suspected evidence, contraband or dangerous material and to the grounds for suspecting that it may be found in the place or thing being searched.

The district has a compelling interest in protecting and preserving the health, safety and welfare of the school population, which under certain circumstances may warrant general or random searches of students and their lockers, vehicles or other belongings without individualized suspicion, for the purpose of finding or preventing entry onto school property of controlled substances, weapons or other dangerous materials.

Unannounced searches may be conducted by local and/or state police departments using certified dogs.

LOST AND FOUND

Articles found by students should be taken to the lost and found table where the owner may claim them. Parents are encouraged to label their child's belongings and have their child place a lock on his/her locker. Unclaimed articles that remain in the Lost and Found for over one month will be given to the Salvation Army.

LIBRARY MEDIA CENTER

Our library media center is a busy place! Many students and teachers use both the library in cooperation with the Media Specialist.

At the beginning of the year, parents/guardians will receive the Huntingdon Area Middle School Computer Resource User Agreement and Parent Permission Form that must be signed by students and parents. This form is a list of rules, relevant laws and restrictions for use of our computer resources and will be kept on file. If this form is not returned, the student will not be permitted to use the Internet and other resources available.

Students may come to the library media center with a teacher's permission at any time during the day. In order to visit the library media center, students are required to have a written pass signed by their teacher. Students are permitted to borrow two books at a time from the library media center for a period of two weeks. Reference books may be borrowed on an overnight basis. If students have overdue books, they lose their media center privileges. No fines are charged on overdue materials.

Students also use the library media center for class activities and various research projects. They receive instruction on information retrieval, plagiarism, and ethical use of information before research projects. Computers and electronic media are available for class assignments or recreational use with staff permission.

Technology is an integral part of the library media center. Circulation is done by scanning bar-codes on materials and using student numbers. The card catalog is accessed electronically from computer workstations and notebook computers. Parents and students may also view the card catalog and library accounts from home using the link on the school home page. Students can obtain information on various topics through the Wide Area Network (WAN).

The HAMS library media center is a member of ACCESS PA. ACCESS PA is a bibliographic union catalog and resource-sharing tool that is a guide to the Pennsylvania library collections. The holdings of over 1,000 school, public, academic, and special libraries are searchable using technology. Being a member of ACCESS PA allows students to borrow materials from any of these libraries by using the interlibrary loan system. Collections of libraries in other district buildings may be searched as well as the ACCESS PA database, various reference material databases, and the Internet.

IX. HEALTH AND SAFETY

MEDICATION POLICY (Reference School Board Policy #210)
Although the Huntingdon Area School District strongly recommends that medication be given in the home, it realizes that the health of some children requires that they receive medication while in school. When medication is to be taken at school, the following steps must be taken:

- The doctor must complete Medication Form A (obtained from school or online).
- The parent/guardian must sign the consent form for Medication Form B (obtained from school).
- Any medication to be given during school hours must be delivered to the school nurse, principal, or designated individual by the parent/guardian. The medication must be brought to school in the original pharmaceutical dispenser and properly labeled container.
- In instances where parent/guardian neglects to fulfill the requirements of forms A and B, the medication will not be administered.

POSSESSION/USE OF ASTHMA INHALER OR EPINEPHRINE AUTO-INJECTORS (Reference School Board Policy #210.1)
The Huntingdon Area School District shall permit students to possess asthma inhalers and epi-pens and to self-administer the prescribed medication used to treat asthma and/or life threatening allergic reactions when such is parent authorized. Reference School Board Policy 210.1 for proper procedures to follow.

NALOXONE (Reference School Board Policy #823)
As a means of enhancing the health and safety of our students, staff and visitors, the district may obtain, maintain and administer doses of an opioid antagonist and other facilities, specifically Naloxone, for emergency use to assist a student, staff member or other individual believed or suspected to be experiencing an opioid overdose.

The Huntingdon Area School District has Naloxone available to treat opioid drug overdoses. Naloxone reverses the effects of opioid drugs.

Possible symptoms of an opioid overdose can include but are not limited to:

- Confusion or delirium, mood swings, nausea or vomiting, extreme constipation, pinpoint pupils, extreme sleepiness, or inability to wake up, breathing problems, including slowed or irregular breathing stopped breathing, and cold, clammy skin, or bluish skin around the lips or under the fingernails

Students and staff should report suspected opioid overdoses immediately to district administration. Students should immediately inform a teacher, guidance counselor, nurse, administrator, or other school personnel if they believe an opioid overdose has occurred.

The protection from criminal prosecution is provided by law for persons who report a suspected overdose using their real name and remain with the overdosing person until emergency medical services (EMS) or law enforcement arrive, as well as for the person whose overdose they report.

The protection from civil liability is provided by law for persons who report overdoses or administer Naloxone in overdose emergencies.

SUICIDE AWARENESS, PREVENTION and RESPONSE (Reference School Board Policy #819)
The Huntingdon Area School District is committed to protecting the health, safety and welfare of its students and school community. This policy supports federal, state and local efforts to provide education on youth suicide awareness and prevention; establish methods of prevention, intervention, and response to suicide or suicide attempt; and to promote access to suicide awareness and prevention resources.

If you know of a student that needs help or if you need help, please use the Safe2Say App. or call 988 suicide and crisis lifeline to report your concerns.

PROOF OF IMMUNIZATION AND PHYSICALS
Proof of immunizations is required of all students entering the Huntingdon Area School District. A Health History form must be completed and sent in with your child the first day he/she attends school. Please be advised State Law requires the following exams: Physical exams: kindergarten, grades 6 and 11; Dental exams: kindergarten, grades 3 and 7.

MEDICAL SERVICES
First aid services for emergency illnesses or accidents are under the direction of the school nurse. If conditions warrant the services of a nurse, students should report to the nurse's suite after consulting with their teacher in charge. If the nurse *is not*

available, the student should report to the main office.

ACCIDENTS AND ILLNESS

Any serious injury which occurs on a school bus, in the school building, or on the school grounds, must be reported immediately to the office and the nurse. A written report must be filed immediately by the supervising teacher and turned in to the office for medical and insurance purposes.

ILLNESS AT SCHOOL

During the school day, a student must ask a teacher for permission to report to the nurse's room. If the nurse is not available, a secretary will locate the school nurse or an LPN to determine the severity of the illness of the student. After being examined by the school nurse or LPN, they will determine whether the student is going to rest in the nurse's office, go back to class, or be sent home. **Students are not permitted to call or text a parent to go home without being examined by the nurse or without permission from the main office.** If a student calls or texts a parent without permission of the nurse or principal, then the absentee and/or discipline procedures will apply. When a parent/guardian comes in to pick up a sick student, that parent/guardian must sign the student out on the attendance notebook on the counter in the office.

A school nurse is available at the Middle School each day from 7:30 AM until 3:00 PM. Their duties include: caring for students who are ill and/or injured, administering medication, maintaining health and immunization records, serving on the student assistance team and coordinating routine screenings. Physical examinations are required for grade 6. (The school physician will administer the physical or the students may choose a private physician at their own expense.) Scoliosis screenings are done in grade 7. Hearing screening is conducted in grade 7. Dental screenings are done in grade 7. Vision, height, and weight screenings are conducted each year for grades 6, 7, and 8. All students are required to have a signed pass from their teacher to visit the nurse's office, except in the case of an emergency.

EMERGENCY DRILLS

An emergency drill may be called at any time. All drills are very important; the lives of students and staff may depend on their success. When the alarm sounds, it is a signal for the pupils to follow the direction of staff in all situations. Information concerning assigned exits for all rooms is posted in every room. The LGR, cafeteria, and gymnasium have their own plainly marked exits.

The first student to reach any outside door will open the door and hold it open until the last person has left by that door. Then the door should be closed. All windows and doors should be closed. Staff and students will move to the area assigned, well away from the building, and remain orderly. The teacher will take his/her class roster with him/her and take attendance when everyone is out of the building. He/she will report attendance to an administrator or school official. Students will be informed when it is safe to return to the building.

SCHOOL INSURANCE

The Western Pennsylvania Caring Foundation for Children, through the State-sponsored BlueCHIP program, offers free or affordable health care insurance to uninsured children from families who make too much to receive medical assistance but do not have or cannot afford private health care insurance. Please call 1-800-KIDS-105 if you have questions or are interested in this program.

X. Chromebooks and ACCEPTABLE USE

Philosophy

Our primary mission for increasing access to educational technology is to transform learning in the Huntingdon Area School District. We believe that technology rich classrooms, when facilitated by properly prepared teachers, are the vehicles to achieve this goal.

Our goals are:

- To use technology to customize learning and maximize student success.
- To increase academic rigor, better prepare students for success in whatever post-secondary path they select.
- To increase student engagement in our classrooms through the meaningful integration of technology in the daily curriculum.

One specific technological tool that we want to be readily accessible to students at school is a Chromebook. This document provides the necessary guidelines for our students to use the Chromebook as a powerful educational tool for 21st century learning.

Chromebook Guidelines

The Chromebook is the property of the Huntingdon Area School District. Chromebooks will be assigned to students who are enrolled on a full-time basis and must be returned to the Huntingdon Area School District at the conclusion of each school year. The Chromebook must be returned to its original working condition. *Damage not covered under insurance will be the responsibility of the student and/or parent*.

The district's Chromebooks are educational tools and are to be used only in that capacity. The Huntingdon Area School District's Acceptable Use Policy binds students using district devices, regardless of the location of usage. The policy is available through the school district web site (www.huntsd.org).

The use of the Chromebook is a privilege that can be revoked upon violation of the Acceptable Use Policy. Inappropriate use or neglect of a Chromebook, the Internet, or any other installed software will result in the loss of use of the Chromebook. Loss of the student Chromebook will not change classroom expectations and assignment completion.

Internet, Software, and E-mail Guidelines

The *School Board Policy No. 815: Acceptable Use of Electronic Communications Systems, Devices, Network and Internet* must be followed at all times. Students should have no expectation of privacy as related to the Chromebook and can expect teachers, technical support staff and administrators to conduct spot checks of their Internet history, logs and other records of usage. Inappropriate Web activity or email use may result in loss of Chromebook privileges. If a student "accidentally" links to an inappropriate Website, he/she should close the site, note the time and date of the incident and report it to the teacher. Students may not install or run software that has not been approved by the administration.

All students will be issued a filtered district Gmail account along with a corresponding Google Drive account. Gmail email is to be used for school/academic purposes only and must be used in accordance with the *School Board Policy No. 815: Acceptable Use of Electronic Communications Systems, Devices, Network and Internet*. The district email is set up for school-related activities and should never be used for personal or business communication. The district-provided email account is not private and can be reviewed by building and district administration as well as school district and vendor support. Messages that are blocked by the content filter will be reviewed throughout the school day. Any non-academic email that is blocked by the content filter may be deleted and may not be delivered to the recipient.

General Rules

- Students will carry their Chromebook throughout the school day. Students are responsible for the Chromebook at all times. The Chromebooks are not to be left unattended.
- Unless directed by their teacher, students are not authorized to use other student's Chromebooks. In addition, students are not permitted to allow others to access their Chromebook, including family members and friends.
- Students may not use the Chromebook in bathrooms or locker room facilities at any time.
- Chromebooks must never be left in an unsecured or unattended area. If a student is unable to carry and supervise his/her Chromebook, the Chromebook is to be locked in the individual student's assigned classroom cart. It is the student's responsibility to notify the school office when circumstances arise that prevent the student from carrying the Chromebook around school. The school office will review such requests and make alternate arrangements if necessary.
- Students must keep their passwords confidential, and update passwords according to district guidelines.
- Students are responsible for regularly backing up school documents on their Google Drive. Students are expected to keep all of their school files in their Google Drive. Failure to back up documents does not constitute an excuse for not turning work in on time.
- Students may not alter any settings on their Chromebook, without administrative approval.
- Location services must be enabled at all times on all district Chromebooks.
- Headphones are prohibited in class unless a faculty member grants permission.
- Obscene language and/or inappropriate materials, including screensavers, desktop backgrounds and/or pictures are strictly prohibited.
- Students must follow all copyright laws. Familiarize yourself with *School Board Policy No. 814 - Copyright Material*.
- Downloading unauthorized games, applications, or software by students is prohibited.
- All software and apps will be licensed, approved and installed by a District Computer Technician.
- Students may not attempt to gain access to the internal electronics or repair the Chromebook.
- Students may not alter the base operating system of the Chromebook. This is prohibited under all circumstances.
- Students may not throw or slide the Chromebook.
- Insert and remove cords and cables carefully to prevent damage to the Chromebook.
- Students should use caution when storing Chromebooks in non-temperature controlled locations such as a vehicle in excessive heat or left outside.
- Screens are susceptible to damage from excessive pressure or weight. Students may not place or stack objects on Chromebooks. Be aware that overloaded backpacks can damage the device.
- Students may not use sharp objects on the Chromebooks.
- Students may not use cleansers of any type to clean the Chromebook. Use only a clean soft cloth to clean the screen.
- The district recommends that all students taking their assigned device home use an additional protective backpack or bag with a protective device compartment to protect the Chromebook while in transit.

General Operating Guidelines

- *All Chromebooks and cases must remain free of any writing, drawing, stickers, decals or labels that are not the property of the District.*
- Do not remove or alter school identification or nametags on the Chromebook.
- Do not place anything inside the Chromebook (i.e. pen, pencil, disks, paper, books).
- Do not eat or drink while using your Chromebook. Students who are prone to spills, drops, or other accidents may wish to invest in insurance.
- When using headphones or other accessories, be sure to carefully remove such accessories when finished.

Charging Guidelines:

- At the end of each day, all students who are not taking their devices home must return their Chromebook to their assigned charging cart, and carefully connect the charger. Only the district provided charger should be used to charge district Chromebooks.
- Loaner devices may NOT be available to students who forget to connect and charge their Chromebook. A limited supply of chargers are available to check out from school libraries.
- Failure to charge the Chromebook is equivalent to not being prepared for class.

Personal Data Storage Guidelines:

- Some apps allow students to complete work offline. However, it is each student's responsibility to backup all work regularly to their Google Drive. Failure to backup data does not constitute an excuse for missed assignments.
- There is no expectation of privacy for data stored on District equipment or the Huntingdon Area School District student Google Drive account.
- Back-up important data from your Chromebook before turning it over for repairs or at the end of the school year or when requested by a school official.

Internet Usage Guidelines:

- Do not visit inappropriate websites or click on questionable links.
- The use of proxies to bypass District filtering is not acceptable and violates *School Board Policy No. 815: Acceptable Use Electronic Communications Systems, Devices, Network and Internet*.

Cleaning Guidelines

- Do NOT use water or other cleaning solutions on the Chromebook.
- Clean dirty screens with an anti-static cloth. Do not use tissues, paper towels or any other kinds of material that will scratch the Chromebook screen.
- Any further cleaning needs should be reported to the office.

Support Guidelines

- Students are responsible for reporting any technical issues affecting the performance of the Chromebooks to a member of the technical staff or administration. This needs to occur in a timely manner to ensure loaner Chromebook availability.
- Students with a technical issue should request assistance from the classroom teacher first. If the classroom teacher is unable to resolve the issue, the teacher will contact the district computer technician by filling out a work ticket on the support website.
- In some instances, it may be necessary for a computer technician to access the Chromebook remotely to resolve a technical problem. If this is needed, the student will be asked for permission before the remote access is performed. The student will not be asked for any permission prior to remote software or configuration changes sent out to all Chromebooks. Such software maintenance may involve the correction of altered code or programming, and in some cases, may remove files from the mobile device if the files are deemed to be a threat to the operation or security of the device and/or District Network or are stored in unauthorized software. The device will not be used as a surveillance or monitoring tool.
- Students should not attempt any repairs on the Chromebook themselves. All repairs are to be initiated by the district computer technician.

The district utilizes specialized tools to monitor and prevent inappropriate use of district technologies. If students have reason to believe another student is using the District network or Chromebooks for cyber bullying, other behavior violations or any manner that violates *School Board Policy No. 815: Acceptable Use of Electronic Communications Systems, Devices, Network and Internet*, please contact the principal or assistant principal.

Taking Devices Home

To continue learning anytime, anywhere, students are permitted to take their assigned devices home for educational use. Students wishing to take their Chromebooks home must meet the following requirements:

- Students and their parents/guardians have submitted a signed Acceptable Use Policy form;
- Students must follow all guidelines for acceptable and appropriate use of the device.
- Unless directed by their teacher, students are not authorized to use other student's Chromebook. In addition, students are not permitted to allow others to access their assigned district Chromebook, including family members and friends.
- Students who forget their Chromebooks at home will not be provided a loaner device and will be considered unprepared for class. This may result in disciplinary action or revocation of off campus privileges.
- Students are responsible for having their Chromebooks fully charged for the day upon arrival to school.
- Chromebook internet use will continue to be monitored/filtered, even off campus, with the school's designated program (i.e., Securly).
- All Chromebooks and cases must remain free of any writing, drawing, stickers, decals or labels that are not the property of the District.
- The district recommends that all students taking their assigned device home use an additional protective backpack or bag with a protective device compartment to protect the Chromebook while in transit. Students are responsible for the safe transport of the Chromebook.
- Charger Use: All students have been issued a charger in their homeroom cart/designated Chromebook storage location. These chargers are not permitted to leave the carts and be taken home. A limited supply of chargers are available to check out from school libraries.

The school strongly suggests that students and families purchase insurance for the Chromebooks. This is not a requirement for off-campus use and remote learning, but families are financially responsible for all repair or replacement costs of the device and accessories or insurance is not purchased.

CONSEQUENCES FOR INAPPROPRIATE USE

Policy 815: Acceptable Use of Internet, Computers, and Network Resources also outlines the consequences for inappropriate use of technology:

- Violations of this policy may result in the temporary or permanent revocation of a user's right to access district technology resources, or the imposition of restrictions on an individual user's access. Additionally, students may be subject to other forms of disciplinary actions for violations of this policy and/or local, state, and/or federal law.

Parents and students should read, understand, and familiarize themselves with *School Board Policy 815: Acceptable Use of Internet, Computers, and Network Resources.* School Board Policy #815 can be accessed through the district website.

If you have questions about *Policy 815: Acceptable Use of Internet, Computers, and Network Resources,* or if you do not have access to the internet but would like a paper copy of this policy, please contact your child's school office.

XI. STUDENT PROGRESS

ASSESSMENTS

District assessments, teacher generated evaluations, and standardized testing will be used to monitor student progress in order to guide instruction and to ensure proper student placement. Assessments include:

Grades 6 and 7:	Pennsylvania System of School Assessment: ELA & Math
Grade 8:	Pennsylvania System of School Assessment: Math, ELA, & Science
All Grades:	Algebra I Keystone Exam (for students taking or have taken the Algebra I course) & district assessments.

HOMEWORK & CLASSWORK

Homework and classwork is a vital part of learning. Completing assignments in a timely manner is also important in helping establish positive habits that will prepare students for college and career success. Students are expected to complete and turn-in assignments on the expected due date. Nightly assignments are expected to be fully completed and ready for class the next day. However, if assignments are not turned in on time, the guidelines below will be followed.

1 day late:	95% is the highest grade possible.
2 days late:	85% is the highest grade possible.
3 days late:	75% is the highest grade possible.
4 days late:	65% is the highest grade possible.
5+ days late:	55% is the highest grade possible.

All IEPs, 504s, or other documented exceptions to this policy will be followed. Teachers will follow the absentee guidelines for late work (one day absent = two days to make up work).

GRADING

Report cards are issued every nine weeks. Midterm reports are issued halfway through each marking period. Parents will be notified by the classroom teacher of any unsatisfactory progress when deemed necessary. Grades can always be accessed through Skyward.

A	95-100%	C	73-76%
A-	90-94	C-	70-72
B+	87-89	D+	67-69
B	83-86	D	63-66
B-	80-82	D-	60-62
C+	77-79	F	Below 60

HONOR ROLL

At the end of each nine-week grading period, an Honor Roll is issued for all students who qualify. Honor roll requirements are as follows:

- High Honors: Students achieving the grade of A or A- in all courses.
- Honors: Students achieving the grade of A, A-, B+, B, or B- in all courses.

FINAL GRADES

Final grades will be calculated using the average (mean) of a student's grades for the four nine-week marking periods.

PROMOTION POLICY

Students must earn a minimum average of 60% in all major subjects (Language Arts, Math, Reading, Science, Social Studies) in order to be promoted to the next grade at the end of the school year.

- If an overall average of 60% for all major subjects is not earned, summer school will be based on the classes that the student failed during the year.
- Students who do not attend summer school or do not pass summer school may be retained.

SUMMER SCHOOL

Summer school courses, instructions, and materials will be available via Google Classroom. Students may have the choice to take summer school in person or online. Additional fees may be involved to pay for the summer school courses. See administration for details.

- 59-50% - A half year remediation class must be taken in summer school.
    - Cost of course to be determined
- 49% and below - A full year remediation class must be taken in summer school.

- Cost of course to be determined

ACADEMIC HONESTY

A. STATEMENT OF BELIEFS

As a community of students, the students and faculty at HAMS share the responsibility for establishing and maintaining appropriate standards for academic honesty. It is our obligation to foster a learning environment that is free of academic dishonesty.

B. FORMS OF ACADEMIC DISHONESTY

Cheating

- Intentionally using or attempting to use unauthorized materials, information, notes, study aids
- Unauthorized communication of information

Fabrication and Falsification

- Intentionally inventing or counterfeiting any information
- Altering information
- Changing record of data or experimental procedures/results
- Falsely citing a source of information

Multiple Submissions

- Turning in more than once substantial parts of the same work for credit
- Turning in the same work for credit in more than one class without prior authorization

Plagiarism

- Submitting material that is not credited to the proper owner
- Knowingly presenting another's work as one's own

Complicity in academic dishonesty

- Knowingly assisting another without prior authorization
- Discussing or distributing test questions without prior authorization

Inappropriate Use of Artificial Intelligence

- Using artificial intelligence for school assignments or assessments without permission or approval from the classroom teacher

In each of the preceding statements above, students and faculty share equal responsibility for understanding interpretations and applications specific to a given course.

C. PROCEDURE FOR INFRACTIONS

- Student-teacher conference
- Reference behavioral guidelines and expectations chart for possible penalties

XII. CAFETERIA

STUDENT ACCOUNT PAYMENTS

Middle School Cafeteria Meal Procedures

- Meal Prices:
  - Lunch: $3.00
  - Breakfast: $1.30
- Lunch includes five healthy food components: meat/meat alternate, bread/grain, vegetables, fruit, and milk. Students may choose an entree, two servings of vegetables, one serving of fruit, and milk. Students can decline items that they do not want but they must choose at least three of the five food components - to include 1/2 cup of fruit or vegetable.
- Breakfast includes an entree, fruit and/or juice and milk.
- In addition to full meals, students can purchase components of the meal at the a la carte price. When available; students can also purchase a variety of Smart Snack items after the serving line is through.
- Deposits can be made in the cafeteria before homeroom or placed in the deposit box. No payments will be accepted during meal service. Checks for deposit should be made out to: HASD Cafeteria Fund
- HASD Food Service Dept. Checks returned from the bank for insufficient funds will be assessed a $20.00 fee. The charge will be added to the amount of the check, and cash or a money order will be requested as payment.
- Deposits can be made to your child's lunch account electronically at Efunds for Schools. To access the Efunds website, go to the District web page (www.huntsd.org) and click on the Efunds link along the side. There is a $ 1.50 fee for electronic payments made through your checking account or for payments using a credit card there is a fee of $ 2.85. Any payment made through Efunds which is returned from the bank for insufficient funds will be assessed a $20.00 fee. The charge will be added to the amount of the check, and cash or a money order will be requested as payment.
- District communications regarding money owed will be made to the parent/guardian only. Parent(s)/Guardian(s) who would like to have cashiers communicate account information to their student(s) must notify the Food Service Office in writing or the student may ask for their balance from the cashier at any time.
- Current balances and a transaction history can be viewed in Skyward. Parents will be notified through Skylert if their child

has any negative balance or has a low balance of $ 5.00 or below.

- Balances remaining at the end of one school year will be available for use on the first day of the next school year.
- Students access their accounts by typing their assigned meal keypad number into a PIN pad at the cashier station. Students may access and use only their own accounts. Students can ask any cashier for help if they don't know their keypad number.
- Whether a student uses an account balance the student's number must be entered by the student and the student's account must be accessed in order for the transaction to be rung in. Please be prepared to enter your meal keypad number whether you are using the account.
- The computer recognizes the status of students eligible for the free or reduced price meals program and charges the appropriate amount. Students eligible for free meals do not need to deposit money into their accounts for meals but are welcome to make deposits to be used for a la carte purchases. Students eligible for reduced priced meals must deposit enough money into their account to cover their purchases.
- Students are expected to have enough cash or money deposited in their accounts to pay for all purchases. Students will not be denied service but their a la carte choices may be limited if excess charges are incurred.
- Account refunds can be requested by emailing: kvanbuskirk@huntsd.org
- Menus are subject to change. At least two entree choices are offered every day. On 2 or 3 hour delay days, breakfast will not be served. When school is canceled, the menu listed on the next day back will most likely be the menu served. Every effort is made to keep the current menu for the current day.
- Please do not hesitate to contact the Food Service Director with additional questions or concerns - Karlee VanBuskirk email - kvanbuskirk@huntsd.org or call 814-643-2900 ext. 2190.

Charging Procedure

- No student who requests a meal will be denied a main lunch option, unless the student's parent or guardian has provided written permission to withhold a school lunch.
- Meals served to students will not be removed or exchanged as a result of overdrawn cafeteria accounts or free/reduced status. When it is discovered that a student has selected a meal and/or a la carte items and they do not have positive funds or cash to purchase it, the student will be permitted to have the items without discussion. The meal and/or a la carte items will be charged to the child's lunch account. Parents/guardians will be held responsible for any charges to their student's account.
- When all components of a breakfast or lunch are not taken, the cashier must charge a la carte prices for the items purchased. Parents/guardians will be held responsible for any charges to their student's account.
- Parents can establish limits on purchase of extra meals or a la carte by contacting the food service office at: kvanbuskirk@huntsd.org or (814)641-2190.
- When parent imposed limits are in place, a la carte items can be removed from the child at the register. Parents/guardians will be held responsible for any charges to their student's account.
- Direct communications regarding money owed will be made to the parent or guardian only, unless the student's parent or guardian has provided written permission to communicate directly with the student.
- Skylert messages will be made daily to the parent/guardian if their student has any negative meal balance or if the meal balance is $5.00 or below.
- When a negative meal account balances equal twenty-five ($25.00) dollars or greater a letter will be sent to the parent or guardian. When a negative meal account balances equal fifty ($50.00) dollars or greater a certified letter will be sent to the parent or guardian. The cost of the certified letter will be added to the student's negative balance.
- Parent(s) or Guardian(s) who fail to respond to the District's collection efforts will have their children(s)'s negative balances turned over for collection either to the District Magistrate or to a collection agency.
- No student who owes money or does not have money for a school meal will be identified, stigmatized or be required to do work or chores.
- Balances (positive and negative) from each school year are carried over to the next school year for underclassmen.

Cafeteria Procedures, Rules, and Consequences:

- Students will go to their lockers before entering the cafeteria.
- Staff will reserve the right to change seats.
- When all students are seated and talking is controlled, students will be dismissed by table to get in line for trays.
- Students will return to seats and empty trays as needed.
- Students may use restrooms with teacher permission only.
- Students are not permitted to use lockers during lunch.
- Students may request a nurse or office visit with staff permission.
- Students are not permitted to go to other classrooms unless a pass is given from the teacher.
- Students are responsible for keeping the table and floor area clean. Both must be done for students to be dismissed from lunch.
- ALL food must be consumed in the cafeteria unless permission is granted/requested by staff.
- Students will use polite table manners at all times.
- Excessively loud voices are not permitted. Students are expected to be quiet during any announcements and when passing through school hallways.
- Students are not permitted to throw food or any other object.
- Food from outside sources (ex: Fast food restaurants) is not permitted in the cafeteria. If a student is provided that for lunch, they will be asked to eat in the office. Please keep this to a minimum.
- Students are not permitted to wear earbuds/headphones or use electronic devices while in the cafeteria.

Possible Consequence:

- Warning
- Detention
- Loss of cafeteria privileges
- Other consequences deemed appropriate by the administration.

OPPORTUNITIES FOR STUDENT INVOLVEMENT

Engaging in student activities offers invaluable opportunities for growth and development. Involvement fosters essential skills and connections that extend far beyond the classroom.

Take advantage of these opportunities to enrich your educational journey and make a positive impact in your school and community: Baseball, Basketball, Battle of the Books, Cheerleading, Football, Girls Volleyball, Indoor Band, Indoor Color Guard, Jazz Band, Lego League, Marching Band, Softball, Track & Field, and Wrestling.

STUDENT COUNCIL

The purpose of the Student Council is to provide opportunities for student leadership and participation in the internal management of the school, to promote worthy school activities, and to promote the general welfare of the school. Participation is dependent on maintaining a grade point average of 3.0 or higher, without any F's or D's every nine-week period. Any student falling below this average will be removed from Student Council for half a marking period. At this time, the grades will be reviewed, and if they have improved, the student will become an active member again. Failure to improve grades by the end of the marking period will result in permanent removal from Student Council.

The council assists in making the school environment better. It elects or appoints committees to carry out its decisions. Student Council investigates and reports on questions and problems referred to the group by students. Council members then meet with administration to discuss issues for decision or action. The council primarily plans and carries out social functions within the school for the various grades. Student Council also organizes and executes events to benefit charitable causes in the Huntingdon area.

DANCES

Dances are held at the Middle School occasionally throughout the school year from 6:00 PM until 8:00 P.M. Dances are for Huntingdon Area Middle School students only. Dancing, gym activities, and refreshments are part of each event. Middle School dances are a student privilege, not a right. We view this evening as a reward for appropriate behavior. All school rules, dress codes, and policies are in effect during dances . These events are chaperoned by parents and school employees. Parents are encouraged to volunteer to serve as chaperones (Pending Clearances).

- Administration reserves the right to prohibit participation

DRAMA CLUB

Open to all middle school students who are interested in playing dramatic games and practicing theatre skills after school.

PRINCIPAL'S CABINET

The HAMS Principal's Cabinet is a new student advisory group created to give students a voice in shaping our school community. This cabinet will offer students the opportunity to share ideas, discuss school initiatives, and provide direct feedback to the principal on issues that matter most to them.

PBIS STUDENT GROUP

HAMS students who help implement PBIS in coordination with the PBIS Tier I coaches within the middle school.4

MUSIC ORGANIZATIONS

Participation in the instrumental music program is open to all students attending the Huntingdon Area Middle School. All students will be placed into small group instrumental instruction classes at the beginning of the school year. Since this small group instruction is in addition to regular band rehearsals, anyone who wants to play an instrument is welcome to join regardless of experience. Since the success of these classes and co-curricular activities relies on commitment and discipline, it is suggested that prospective students (and parents) make sure they are prepared to make the commitment. Students are expected to maintain an 80% or higher in core classes to participate in the program. A letter with specific requirements will be sent to parents at the beginning of the year.

The program consists of regularly scheduled classes for 6th, 7th, and 8th grade bands. The bands perform annual Christmas and Spring concerts. In addition to the previously mentioned curricular offerings, the following co-curricular instrumental music activities are also available:

- Jazz Band (Grades 6-8)
  - This band performs music in the Jazz, Rock, and Pop genres.
  - The Middle School Jazz Band performs in several concerts throughout the months of April and May.
- Marching Band (Grades 7-12)
  - This band performs music at football games, band competitions, and parades.
  - Practices begin August (a couple of weeks before school begins) and continue twice a week after school in September and October.
  - Middle School and High School students mix together to make up this co-curricular activity.

- County Band (Grades 7-9)
    - Representatives are chosen for the annual Huntingdon County Junior High Band Festival.
    - This is a one-day festival at which our best instrumental music students join forces with the best instrumental music students from the other three county school districts for morning and afternoon practices in order to prepare a concert for that evening.
    - The festival usually occurs in April or May.

- District 4, 6th Grade Band Fest
    - Representatives for the annual District 4, 6th Grade Band Festival are chosen by audition from our 6th Grade instrumental music class.
    - This is a one-day festival at which the best 6th Grade instrumental music students from the Pennsylvania Music Educators Association District 4 (26 school districts) join forces for morning and afternoon practices to prepare a concert for that evening.
    - The festival usually occurs in April or May.

CHORAL MUSIC PROGRAM

Participation in the choral music program is open to all students attending the Huntingdon Area Middle School. Since the success of this class relies on commitment and discipline, it is suggested that prospective choir students (and parents) make sure they are prepared to make that commitment. Students are expected to maintain an 80% or higher in core classes to participate in the program. A letter with specific requirements will be sent to parents at the beginning of the year. The program consists of regularly scheduled classes for 6th, 7th, and 8th graders in the Huntingdon Area Middle School Choir.

SPECIAL NEEDS ATHLETIC ASSOCIATION

This program is designed to encourage training in various sports for exceptional students so they can participate in tournaments at the local, county, and state level. Special Education students team up with peers and coaches to challenge themselves by growing stronger in their social, emotional, and physical abilities.

SPORTS

Philosophy: The primary purpose of the extracurricular activities in the Huntingdon Area School District is to promote the physical, social, emotional, and moral well-being of the participants. It is hoped that extracurricular activities in our schools will be a positive force in preparing youth for an enriching and vital role in American life.

All extracurricular activities are an important and integral part of the total school program. Extracurricular activities are open to participation by all students regardless of individual differences. Through voluntary participation, the student gives time, energy, and loyalty to the program. He/she also accepts the training rules, regulations, and responsibilities that are unique to an extracurricular program.

Student Conduct Policy

Violations of the Huntingdon Area School District "Student Conduct Policy" which require administrative action will be handled in accordance with the provisions of the policy.

1. If the violation involves a detention or suspension, then said athlete will be suspended from practices/contests of that team for those days.
2. No disciplinary leniency will be granted based on a student's participation in extracurricular activities.

Substance Use/Abuse & Possession

The use and/or possession of controlled substances/drug paraphernalia not prescribed by a doctor are absolutely forbidden. Coaches must immediately notify the athletic director of such occurrences.

This policy shall also apply to student conduct that occurs off school property. Violations of the Huntingdon Area School District "Student Conduct Policy" that require administrative action will be handled in accordance with the provisions of the policy.

The Pledge:

I agree to refrain from the possession, use, and distribution of any tobacco products, drugs (unless prescribed), alcohol, and controlled substances, both on and off school grounds, during the school year. If it is verified that I have used any of these substances, I understand that the aforementioned consequences will apply.

PIAA: The High School and the Middle School in the Huntingdon Area School District are members of the Pennsylvania Interscholastic Athletic Association (PIAA) and subscribe to the philosophy and intent of its by-laws. The PIAA by-laws that pertain to age, awards, attendance, health, transfers and residence, participation, representation, curriculum, and seasonal rules will be followed. Each coach is responsible for knowing the rules, informing team members and parents of them, and enforcing them.

Eligibility Requirements:

Academic: Academic eligibility for athletic activities is based on the premise that academic performance is the keystone of the curriculum and the standard upon which participation is measured.

Pennsylvania Interscholastic Athletic Association (PIAA) eligibility requirements will be followed along with the HAMS eligibility requirements.

1. Students must pursue a full-time curriculum defined and approved by the Principal.
2. Eligibility will be cumulative from the beginning of a grading period and will be reported on a weekly basis.
3. Students who are failing (below 60%) two or more courses will not be eligible to participate in practice or scheduled events for the following week. If a student is deemed ineligible, they are not permitted to participate in athletic events from Sunday to Saturday.
4. A student that has failed two or more classes during the previous grading period, except that eligibility for the first grading period is based on the final grades for the preceding school year will be ineligible for 15 school days of the next grading period, beginning on the first day of the next marking period.

Attendance: A student must be in school by 9:30 a.m. in order to participate in any extracurricular contest/practice that day. An exception will be made if the student has an approved appointment; in which case, the student must present a signed statement regarding the absence one day in advance.

If a student is absent the last school day of the week, and the competition is on a non-school day, the student must have coach and parent permission to participate. It is recommended that the coach call the parent regarding the absence.

If a student is absent from school during a semester for a total of 20 or more school days, the student will lose his/her eligibility until he/she has been in attendance for a total of 45 school days following his/her 20th day of absence.

Sportsmanship: Student athletes in the Huntingdon Area School District must keep in mind that they are always in the public eye and that their personal conduct will always be subject to the scrutiny of their fellow students, fans, opponents, and the media. They, therefore, have an obligation to serve as positive role models by subscribing to the following:

1. Showing respect for authority and property.
2. Maintaining academic eligibility and training rules.
3. Emphasizing the ideals of sportsmanship, loyalty, ethical conduct, and fair play.
4. Understanding that striving to win is important to success in athletics just as in every facet of life.

Any display of unsportsmanlike behavior toward an opponent, official, or spectator during the season will result in counseling by the coach and possible suspension from the team.

Travel: Extended trips are defined as any travel that requires an overnight stay. Athletes must travel to and from contests, away from Huntingdon, in transportation provided by the school.

The only exceptions are:

1. Injury to participants that would require alternate transportation.
2. Prior arrangement made in writing between the participant's parent/guardian and the coach for the student to ride with the parent/guardian or another approved parent.
3. When school transportation is not provided and alternative means are approved.

Equipment & Uniforms
Equipment and uniforms are issued to students on a loan basis and are to be worn only when authorized by the coach. If any of the equipment is not returned at the conclusion of the season, an obligation will be issued to the student for the fair cost of replacing it. Until the obligation is resolved, the student will not be permitted to participate in any future athletic season.

Practices & Contests
Each member of any team is required to make a commitment to that sport during the season. Part of the commitment involves being at every scheduled practice and contest throughout the season. Unexcused absence(s) from scheduled practices/contests will result in:

1. Counseling by the head coach and notification of parents, if necessary; and
2. Suspension from the team and possible dismissal for remainder of the season if subsequent violations occur.

A student who has been injured and has had medical treatment cannot participate until medical clearance has been granted. Athletes must return all appropriate insurance forms promptly or face the possibility of suspension from the team until forms are returned.

General Regulations
1. Student-athletes should be neatly groomed and properly dressed when traveling to any contest.
2. No athlete may quit one sport and try out for another after the season has begun without mutual consent of both coaches.
3. Any civil law infraction or conduct by a student-athlete that occurs during a sport season that is determined by the administration and head coach to be detrimental to the athletic program, or the school district, will result in counseling by

the school administration and head coach and possible suspension/dismissal from the team.

Completion of Sport Season
In order for the student-athlete to be eligible for a letter, team and/or individual awards, it is required that he/she completes the sports season, including post-season playoffs and tournaments as well as meet the qualifications set forth by the head coach.

No awards will be given to any student-athlete suspended and/or dismissed for the remainder of the season for violations.

Student Conduct Policy
Violations of the Huntingdon Area School District "Student Conduct Policy" which require administrative action will be handled in accordance with the provisions of the policy.

1. For example, if the violation involves a suspension, then said athlete will be suspended from practices/contests of that team for those days.
2. It should be clearly understood that the same standard of behavior and discipline for the regular student shall also apply to the student-athlete, and any violations may result in forfeiture of the privilege to participate in the Huntingdon athletic program.
3. No disciplinary leniency will be granted based on a student's participation in extracurricular activities.

Jurisdiction
The rules and regulations for the student-athlete will apply to any violations, on and off school premises, during the sport season of participation.

Coaching Rules
Coaches may have their own set of rules and expectations.

XIII. PARENT/GUARDIAN INFORMATION

In addition to reading the aforementioned material and reviewing it with your child(ren), please read the following information regarding parent guidelines.

SCHOOL-HOME COMMUNICATIONS
The school district is using the Internet to strengthen the communications between the home and school. Teachers use a website called Skyward to post student class information, progress reports, daily assignments, and other pertinent information for both students and parents. Parents have their own account separate from the students so parents will be able to use the Internet to more effectively partner with their child(ren)'s teachers. Please contact your child(ren)'s teacher(s) if you have any questions about this service.

STUDENT MESSAGES/DELIVERIES
Any message called in to a student by parents or guardians will be held until the end of the day unless it is necessary for the student to receive the message earlier. The school reserves the right to contact the parent or guardian to verify any message before it is given to a student.

TRAFFIC PATTERNS AND VISITORS
For safety reasons, we are asking parents to park their cars outside the Middle School parking lot (along the road, by the church, etc.) at the end of the day. With approximately 400 students and a fleet of buses moving inside our lot, additional cars present a real danger to our students. This policy does not apply to parents who need to pick up their children before 2:10 PM. Please note: Cassady Avenue will not be open to private vehicles between 2:30 PM and the time when the last school bus exits the intersection of Cassady Avenue and 25th Street (approximately 3:00 PM)

All visitors are required to park in designated parking spaces and sign in at the main office. Office staff will follow procedures for admittance. Thank you in advance for your cooperation with this system. Student visitors are not permitted to shadow other students during school hours.

Please be advised that buses park in front of the Middle School daily starting at 2:15 PM. You will be parked in and will be unable to leave until the buses leave around 2:55 PM.

ALTERNATE BUS ASSIGNMENT
Acceptable reasons for a change in bus assignment are:
- Emergencies

Alternate bus assignments will not be granted for social reasons. Parents/guardians who wish for their child(ren) to ride an alternate bus must contact the Transportation Department at 643-4140. Bus drivers will only accept notes which have been properly signed by school officials.

RETURNED CHECKS
In the event that a check written to the Huntingdon Area Middle School or the cafeteria is returned because of insufficient funds, a $20.00 charge will be added to the amount of the check, and cash or a money order will be requested as payment.

Further steps for collection may result in additional charges.

PARENT CONFERENCES

Throughout the school year, parents are urged to schedule a meeting with their teachers to discuss their child's progress. Please call the school office (814-643-2900) to make appointments.

Parent-teacher conferences are held once a year. An appointment can be scheduled and confirmed by calling the school office two weeks before the conference date. The dates of these conferences are listed on the school calendar. If your child has special needs for the following school year, parents should contact the office before the end of the present school year.

INTEGRATED PEST MANAGEMENT PARENTAL NOTIFICATION

The Huntingdon Area School District uses an Integrated Pest Management (IPM) approach for managing insects, rodents, and weeds. From time to time, it may be necessary to use chemicals to manage a pest problem. Chemicals will only be used when necessary and will not be routinely applied. Notices will be posted in these areas 72 hours prior to application and for two days following the application.

Parents or guardians of students enrolled in the school may request prior notification of specific pesticide applications made at the school. To receive notification, you may be placed on the school's notification registry. If you would like to be placed on this registry, please notify the district in writing. Please include your email address if you would like to be notified electronically.

If a chemical application must be made to control an emergency pest problem, notice will be provided by telephone to any parent or guardian who has requested such notification in writing. Exemptions to this notification include disinfectants and antimicrobial products; self-containerized baits placed in areas not accessible to students, and gel type baits placed in cracks, crevices or voids; and swimming pool maintenance chemicals.

Each year the district will prepare a new notification registry. If you have any questions, please contact, IPM Coordinator at 814-643-4140, ext. 2124.

ANNUAL ASBESTOS NOTIFICATION

The Huntingdon Area School District is providing information to you concerning the asbestos management plans required under the Asbestos Hazard Emergency Response Act (AHERA). These plans are available for your review upon request. A copy of the plans for all buildings is located in the Superintendent's Office, which is located at 2400 Cassady Ave. Huntingdon, Pennsylvania 16652; telephone number (814)643-4140. The plans can be viewed by any person during normal business hours. Interested parties wishing to inquire about the hours and times that plans are available should call the telephone listed above. The asbestos management plans provide information regarding six month inspections, third year re-inspections and response actions.

XIV. STUDENT SERVICES DEPARTMENT

The utilization of the Child Study Team (CST) enables the district to meet the Federal Regulation in regards to Chapter 14 as well as a component of Response to Intervention. The CST is a group of professionals who provide consultative, evaluative, and prescriptive services to parents and students.

The CST encompasses parent(s), a regular education teacher, special education teacher, school psychologist, building administrator, guidance counselor, and the Director of Student Services. The district's therapist(s): occupational, speech/language, and/or physical therapist, as well as consultants, may also participate as deemed necessary. Any agency representatives that are involved with the child are also invited to be a member of the CST process.

The CST process has assisted our district with providing screenings in various areas (cognitive, emotional, social, and communication). Parents and teachers may request a CST meeting at any time. The CST may recommend interventions, further screening, and/or a referral for a multidisciplinary evaluation (MDE) to determine eligibility for special education as a student with a disability.

CST members review the student's history, including any pertinent medical or health information as well as school attendance. Pre-referral interventions and assessment data are reviewed. The team may determine that additional interventions are warranted and would reconvene, or a Prior Written Notice for Initial Evaluation and Request for Consent Form and Procedural Safeguards would be issued to the parents. Once the Prior Written Notice for Initial Evaluation and Request for Consent Form is received, the Huntingdon Area School District abides by the information as stated in the form. After the evaluation results are gathered, a Multidisciplinary Evaluation Team meeting is convened. The team consists of parent(s)/guardian, school psychologist, Director of Pupil Services, regular education teacher, special education teacher, guidance counselor, and therapists (as deemed necessary). The MDE team reviews all of the information to determine by consensus if the student is a student with a disability and in need of special education services.

CHAPTER 14: Special Education
A child with a disability means a child who, as the result of a multidisciplinary evaluation, is determined to meet the criteria in one or more of the following categories: intellectual disability, hearing impairment including deafness, speech or language impairment, visual impairment, including blindness, serious emotional disturbance, orthopedic impairment, autism, traumatic brain injury, other health impairment, specific learning disability, deaf-blindness, or multiple disabilities and who is determined to need special education services. Students determined eligible for special education services will receive an Individualized Education Plan (IEP) based on their needs.
The program to which a student with a disability is assigned shall be one that provides an appropriate education, seeks to assure success in learning, and offers the least restrictive environment, in accordance with federal and state regulations.

CHAPTER 16: Gifted Support
The policy for identification as gifted for students in the Huntingdon Area School District will require students to meet the following criteria: an IQ of 130 or higher who meets established multiple criteria indicating gifted ability or a school-aged student with an IQ score lower than 130 when other educational criteria strongly indicate gifted ability. Determination of mentally gifted must include an assessment by a certified school psychologist. Gifted education for each identified student is based on the unique needs of the student, not solely on the classification. Gifted education services enable identified students to participate in acceleration and/or enrichment programs, and to receive services appropriate to their intellectual and academic abilities and needs. Eligibility for gifted support is evaluated on a case-by-case basis.

Homelessness
The McKinney-Vento Homeless Assistance Act defines the term "homeless children and youths" as individuals who lack a fixed, regular, and adequate nighttime residence.

The McKinney-Vento Homeless Assistance Act offers support to ensure school stability for your child if you lack a permanent residence and meet the following criteria:

- Staying with friends or family because you lost housing.
- Living in a shelter, including transitional programs.
- Staying in motels because you cannot get your own home.
- Living on the streets, in a car, van, tent or other nonpermanent structure.

If you believe your family may qualify for additional support under the McKinney-Vento Homeless Assistance Act, please contact the district Homeless Liaison, Nancy Mills, at nmills@huntsd.org or 814-641-2104 for more information. You can also access more information on this Act at: McKinney-Vento Act

CHAPTER 12: Overview of K-12 ESL Program
The goal of the Huntingdon Area School District's English as a Second Language (ESL) programs is to facilitate the acquisition of English language skills of students whose native or first language is not English. Upon enrolling into the school district, all families will complete a Home Language Survey (HLS). As a result of the survey, students whose first language is a language other than English or if a language other than English is spoken in the home, the student will be assessed in English proficiency in reading, writing, listening, and speaking. A program will then be developed to meet the student's individual needs, dependent upon the assessment results.

Annual Public Notice of Special Education Services and Programs, Services for Gifted Students and Services for Protected Handicapped Students August 2026

Notice to Parents
According to state and federal special education regulations, annual public notice to parents of children who reside within a school district is required regarding child find responsibilities. School districts (SDs), intermediate units (IUs) and charter schools (CSs) are required to conduct child find activities for children who may be eligible for services via Section 504 of the Rehabilitation Act of 1973. For additional information related to Section 504/Chapter 15 services, the parent may refer to Section 504, Chapter 15, and the Basic Education Circular entitled Implementation of Chapter 15. Also, school districts are required to conduct child find activities for children who may be eligible for gifted services via 22 PA Code Chapter 16. For additional information regarding gifted services, the parent may refer to 22 PA Code Chapter 16. If a student is both gifted and eligible for Special Education, the procedures in IDEA and Chapter 14 shall take precedence.

This notice shall inform parents throughout the school district, intermediate unit, and charter school of the child identification activities and of the procedures followed to ensure confidentiality of information pertaining to students with disabilities or

eligible young children. In addition to this public notice, each school district, intermediate unit, and charter school shall publish written information in the handbook and on the web site. Children ages three through twenty one can be eligible for special education programs and services. If parents believe that the child may be eligible for special education, the parent should contact the appropriate staff member identified at the end of this public notice.

Children ages three to school-age may be eligible for Early Intervention services if they are experiencing developmental delays. Developmental delays, as defined by the State and as measured by appropriate diagnostic instruments, include a 25 percent delay or a test performance of 1.5 standard deviations below the mean on a standardized assessment in one of the following developmental areas: physical development, cognitive development, communication development, social or emotional development or adaptive development. A young child may also be deemed eligible if they are determined to have a diagnosed disability as defined by PA Chapter 14 regulations. Eligibility for Early Intervention services is two-pronged. The child must be diagnosed with a developmental delay or a diagnosed disability and display a need for specially designed instruction. Specially designed instruction means adapting the content, methodology, or delivery of instruction to address the unique needs of the child and to ensure access to the general education curriculum.

Evaluation Process
Each school district, intermediate unit, and charter school has a procedure in place by which parents can request an evaluation. For information about procedures applicable to your child, contact the school which your child attends. Telephone numbers and addresses can be found at the end of this notice. Parents of preschool age children, ages three through five, may request an evaluation in writing by addressing a letter to the intermediate unit staff.

Consent
School entities cannot proceed with an evaluation or reevaluation, or with the initial provision of special education and related services, without the written consent of the parents. For additional information related to consent, please refer to the Procedural Safeguards Notice which can be found at the PaTTAN website, or your educational agency. Once written parental consent is obtained, the district will proceed with the evaluation process. If the parent disagrees with the evaluation, the parent can request an independent education evaluation at public expense.

Program Development
Once the evaluation process is completed, a team of qualified professionals and parents determine whether the child is eligible. If the child is eligible, the individualized education program team meets, develops the program, and determines the educational placement. Once the IEP team develops the program and determines the educational placement, school district staff, intermediate unit staff, or charter school staff will issue a notice of recommended educational placement/prior written notice. Your written consent is required before initial services can be provided. The parent has the right to revoke consent after initial placement.

Confidentiality of Information
The SDs, IUs and CSs maintain records concerning all children enrolled in the school, including students with disabilities. All records are maintained in the strictest confidentiality. Your consent, or consent of an eligible child who has reached the age of majority under State law, must be obtained before personally identifiable information is released, except as permitted under the Family Education Rights and Privacy Act (FERPA). The age of majority in Pennsylvania is 21. Each participating agency must protect the confidentiality of personally identifiable information at collection, storage, disclosure, and destruction stages. One official at each participating agency must assume responsibility for ensuring the confidentiality of any personally identifiable information. Each participating agency must maintain, for public inspection, a current listing of the names and positions of those employees within the agency who have access to personally identifiable information.

In accordance with 34 CFR § 300.624, please be advised of the following retention/destruction schedule for the Pennsylvania Alternate System of Assessment (PASA), Pennsylvania System of School Assessment (PSSA), and Keystone Exam related materials:

- PSSA, Keystone Exam, and PASA test booklets will be destroyed one year after student reports are delivered for the administration associated with the test booklets.
- PSSA and Keystone Exam answer booklets and PASA media recordings will be destroyed three years after completion of the assessment.

For additional information related to student records, the parent can refer to the Family Education Rights and Privacy Act (FERPA).

This notice is only a summary of the Special Education services, evaluation and screening activities, and rights and protections pertaining to children with disabilities, children thought to be disabled, and their parents. For more information or to request evaluation or screening of a public or private school child, contact the responsible school entity listed below. For preschool age children, information, screenings and evaluations requested may be obtained by contacting the Intermediate Unit. The addresses of these schools are as follows:

INTERMEDIATE UNIT	
Tuscarora Intermediate Unit 11 814- 542-2501 Ms. Kelly Lawler Zurybida Director of Special Education 2527 US Hwy 522 S McVeytown, PA 17051	TIU Early Intervention Programming 814-542-2501 Mr. Brian Kritzer Supervisor of Special Education 2527 US Hwy 522 S McVeytown, PA 17051
SCHOOL DISTRICT OFFICES	
Central Fulton School District 717- 485-7000 Ms. Holly Varner 151 East Cherry Street McConnellsburg, PA 17233-1400	Forbes Road School District 814-685-3865 Ms. Rebekah Miller 159 Redbird Drive Waterfall, PA 16689
Huntingdon Area School District Administrative Office 814- 641-2104 Mr. Sean Cummins 2400 Cassady Avenue, Suite 2 Huntingdon, PA 16652-2602	Juniata County School District Administrative Office 717-436-2111 Ms. Karen Crossley 146 Weatherby Way Mifflintown, PA 17059
Juniata Valley School District Administrative Office 814- 669-9150 Ms. Lisa Coble 7775 Juniata Valley Pike, PO Box 318 Alexandria, PA 16611	Mifflin County School District Administrative Office 717-248-0148 Ms. Cindi Marsh 201 Eighth Street, Highland Park Lewistown, PA 17044
Mount Union Area School District 814- 542-2518 Mrs. Kristen Streightiff 603 N. Industrial Drive Mount Union, PA 17066	Southern Fulton School District 717-294-3400 Dr. Laurel Keegan 3072 Great Cove Road, Suite 100 Warfordsburg, PA 17267
Southern Huntingdon School District 814- 447-5520 Ms. Alisa Scott 10339 Pogue Road Three Springs, PA 17264-9730	Corrections Education 814-658-4024 Trough Creek Youth Forestry Camp #3 4534 Tar Kiln Road James Creek, PA 16657 South Mountain Secure Treatment Unit 10056 South Mountain Road – P.O. Box 374 South Mountain, PA 17261
NON-PUBLIC SCHOOLS LOCATED IN TIU-11	
Tuscarora Intermediate Unit 11 814-542-2501 Dr. Brett Gilliland 2527 US Hwy 522 S McVeytown, PA 17051	
CHARTER SCHOOLS	
New Day Charter School 814- 643-7112 Ms. Brandy Armstrong 256 South 5th Street. Huntingdon, PA 16652 717- 447-0623 109 Industrial Circle Mifflintown, PA 17059	Stone Valley Community Charter School 814-667-2705 Ms. Cheryl Casner 13006 Greenwood Road Huntingdon, PA 16652
PRISONS	
Huntingdon County Prison 814- 641-2104 Mr. Sean Cummins 2400 Cassady Avenue, Suite 2 Huntingdon, PA 16652-2602	Mifflin County Prison 717-248-0148 Ms. Cindi Marsh 201 Eighth Street, Highland Park Lewistown, PA 17044

*The school entity or charter school will not discriminate in employment, educational programs, or activities based on race, color, national origin, age, sex, handicap, creed, marital status or because a person is a disabled veteran or a veteran of the Vietnam era. No preschool, elementary or secondary school pupil enrolled in a school district, Intermediate Unit, or charter school program shall be denied equal opportunity to participate in age and program appropriate instruction or activities due to race, color, handicap, creed, national origin, marital status or financial hardship.

XV. SUPPORT SERVICES

COUNSELING OFFICE

There is a school counselor available at the Middle School to meet with students regarding academic, career, and personal/social development.

Counseling Services: Individual counseling, Crisis Intervention, Child Study Team, Parent Outreach, Career exploration/classroom lessons, Tours: Juniata College and HCCTC, Academic services, Career Cafe, Parent-teacher conferences, Lunch Bunch, Teen Issues Group, Job Shadowing, Scheduling Support, Career Day, Student Assistant Program (SAP), Realityworks, Inc. (Infant Simulation), and Global Perspectives.

The middle school counselor is accessible to all students. To request a meeting with the counselor, students are encouraged to fill out the online Counselor Request Form. Meetings will be scheduled at the earliest opportunity. If there's a crisis, students should immediately find an adult within the building. Parents/guardians are encouraged to contact the School Counselor with concerns pertaining to their child.

For situations that require specialized services, referrals are made to the appropriate agencies and/or professionals.

STUDENT ASSISTANCE PROGRAM (SAP)

The Student Assistance Program is designed to help school personnel in identifying issues, including drugs and alcohol, which pose a barrier to a student's learning and school success. When the issues are beyond the scope of the school, community services are accessible to students and parents when such needs are identified. Parent involvement and responsibility in the decision-making process affecting their children's education is key to the successful resolution of problems.

SOCIAL WORK SERVICES

Huntingdon Area School District has contracted social work/counseling services to be provided to our students through the Tuscarora Intermediate Unit. Huntingdon Area Middle School has a social worker in the building three days a week to provide various services to our students. Some of these services include referrals to needed community resources, family and student support, in person sessions, home visits, and sitting in on the Student Assistance Program (SAP) team. Referrals for social work services typically are provided through the guidance office and school administration. If you have any questions regarding these services, feel free to contact the middle school office.

COMMUNITY AND SCHOOL BASED BEHAVIORAL HEALTH

Community and School Based Behavioral Health (CSBBH) is an innovative model that creates an accountable clinical home for children's behavioral health care. CSBBH teams provide services that span the home, school, and community and are available at any time. We work with school districts and providers to offer this service. The provider and school partner with the family to create a treatment plan that meets the child's needs.

LAUREL LIFE PROGRAM

A school-based mental health and behavioral support services provided by Laurel Life, a behavioral health organization that partners with school districts across Central Pennsylvania.

Their services are designed for students who need extra emotional, behavioral, or mental health support while staying in their regular school environment. Laurel Life provides counselors, therapists, behavioral specialists, and specialized classrooms.

SCHOOL RESOURCE OFFICER

A uniformed school resource officer is available. The officer is a member of the Huntingdon Borough Police Department and may be contacted at the High School 814-643-1080.

XVI. TRANSPORTATION

STUDENT CONDUCT ON BUS

Proper bus riding conduct is essential to the safety of all who ride the bus. The bus driver's first concern is for the safety of the students. If for some reason his/her concentration is disrupted by unruly students, the welfare and safety of all is in danger. The school bus is an extension of the classroom. The District utilizes the Positive Behavior Intervention & Support (PBIS) program to instruct expectations and positively manage student behavior across all grade levels. The driver of any school bus will be held responsible for the orderly conduct and safety of the students transported.

Prior to the beginning of the school year, students' bus numbers, pick up, and drop off locations are assigned. Students are only permitted to ride their designated bus from and to their pick-up and drop off location.

All misconduct on the bus will be treated the same as misconduct in the school building; therefore, drivers are directed to report to the principal any misconduct by students which is deemed serious enough for further action.

Each driver will establish and post the district bus expectations on rules of his/her bus. Riders will be instructed on what meeting each of these expectations looks like and how they can meet each expectation.
It is expected that riders follow the expectations as instructed. The bus driver will assign all students a seat.

The principal may suspend a student from bus transportation for disciplinary reasons, and the parents/guardians shall be responsible for the student's transportation.

Unauthorized Entry of School Buses
Only bus drivers and authorized school personnel are permitted to board a school bus. In accordance with state law, persons who enter a school bus without permission could face up to a year in prison and pay a fine of up to $2,500.

The school district provides all eligible students with an opportunity to be transported by school bus to and from school. The riding of a school bus by students is a privilege and not a right. Disorderly conduct or refusal to respect the authority of the school bus driver will be sufficient reason for a student to be denied transportation to and from school in accordance with regulations of the local school.

XVII. DISTRICT CALENDAR

HUNTINGDON AREA SCHOOL DISTRICT
SCHOOL CALENDAR
2026-2027

Revised 06/15/2026

AUGUST 2026

M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

Teacher Days: 11 Student Days: 7
12 & 13 New Teacher Induction
17 & 18 Staff Development
19 Teacher In-service
20 1st Student Day
28 Staff Development

SEPTEMBER 2026

M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

Teacher Days: 20 Student Days: 19
4 & 7 Labor Day Holiday
21 Staff Development

OCTOBER 2026

M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

Teacher Days: 22 Student Days: 21
12 Staff Development

NOVEMBER 2026

M	T	W	TH	F
2	3	4	5	6
9	>10	11	12	13
16	17	18	19	20
23	24	>25	26	27
30				

Teacher Days: 18 Student Days: 17
10- ½ day students Dismissal: Secondary 11:15 AM & Elementary 11:45 AM.
Parent Teacher Conferences Elem 11:45 AM-7:15 PM Secondary 11:15 AM-6:45 PM
11 –Staff Development Day (Teacher Trade PTC) Veterans' Day
25 - ½ day students Dismissal: Secondary 11:15 AM & Elementary 11:45 AM
26-30 - Thanksgiving Holiday

Marking Periods:
MP 1: Oct 23 MP 3: March 19
MP 2: Jan 11 MP 4: May 20

DECEMBER 2026

M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	>23	24	25
28	29	30	31	

Teacher Days: 16 Student Days: 16
1 Thanksgiving Break Continued
23-½ day students Dismissal: Secondary 11:15 AM & Elementary 11:45 AM
24 - 31 - Winter Holiday

JANUARY 2027

M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

Teacher Days: 20 Student Days: 18
1– Student Winter Holiday
18 Martin Luther King Holiday & Staff Dev.
29 Staff Development

FEBRUARY 2027

M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26

Teacher Days: 18 Student Days: 18
12 & 15 Vacation Presidents' Day Holiday

MARCH 2027

M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

Teacher Days: 21 Student Days: 20
12-Staff Development
26 & 29 Spring Break

New Teacher Induction
First and Last Student Days
No School For Holiday/Vacation
No School Inservice
> Early Dismissal
Graduation
Student Days: 174
Teacher Days: 185
Support Staff Days: 180

APRIL 2027

M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

Teacher Days: 21 Student Days: 21
April 23 Vacation
PSSA ELA Testing Window for Grades 3-8
April 26-30

MAY 2027

M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	>25	26	27	28
31				

Teacher Days: 18 Student Days: 17
PSSA Mathematics, Science, and Make-ups May 3-7
Keystone Testing Window 17-21
25-Graduation
25- Last Day for Students
½ day students Dismissal: Secondary 11:15 AM & Elementary 11:45 AM.
26-Teacher In-service
31– Memorial Day Holiday

JUNE 2027

M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

JULY 2027

M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

5 – Independence Day Holiday Observed

First Student Day: August 20, 2026
Last Student Day: May 25, 2027

*Weather Make-Up Dates:
By PDE Approval, 5 Flexible Instruction days will be used for this need. If additional days are needed, days will be added to the end of the year