

2024 - 2025
STUDENT HANDBOOK
SIGN-OFF

Kiski Area School District

2024 ~ 2025



Dear Parent/Guardian,

In conjunction with the KAIS 1:1 Chromebook Initiative, all assignments, upcoming tests and quizzes, projects and other classroom dates will be posted to Google Classroom. It is the responsibility of the student to refer to these resources to keep track of important deadlines and due dates. It is through this organization that your child will greatly enhance his/her opportunity to grow and to become a more successful learner. Google Classroom is also a valuable tool for you as a parent to review daily with your child so that you are aware of what he or she is learning and accomplishing in our school.

Another resource for you and your child to become familiar with is our online student handbook. The student handbook is building specific and is easily located on the homepage of your child's school building (kiskiarea.com). Important information regarding attendance, extra-curricular activities, discipline, and other important policies are included. As a school, we are asking you to please review this handbook with your child and submit verification using the link provided below within the next week. If you have any questions about the handbook or if you wish to obtain a copy of the handbook, please feel free to contact your child's school counselor or homeroom teacher. Thank you for your support in reviewing this information with your child.

Please complete the information using this [link](#) to verify that you have read and discussed the online student handbook with your child and that you (you and your child) are familiar with and understand the rules and guidelines set forth in this handbook.

Option (if you do not sign electronically using the link above): complete this page and return it to your child's homeroom teacher no later than Friday, September 6, 2024.

Student's Signature: _____

Homeroom: _____

Parent's Signature: _____

Date: _____

STUDENT HANDBOOK

Kiski Area Intermediate School

Forty-Eighth Edition

2024 ~ 2025

FOREWORD

Dear Student and Parent/Guardian,

We wish to take this opportunity to welcome you to KISKI AREA INTERMEDIATE SCHOOL. You are now a middle level student and thus have certain responsibilities and privileges. This handbook has been designed to help you understand the policies and activities at your school. Please read it carefully and do not hesitate to contact us with questions. We are looking forward to helping you have a safe and enjoyable school year.

Sincerely,

Mr. Michael Cardamone
Principal

Mr. John Cortazzo
Assistant Principal

NOTICE OF GENERAL INFORMATION

Section 1317 - Pennsylvania School Code states: Authority of Teachers, Vice Principals and Principals over Pupils. Every teacher, vice principal and principal in the public schools shall have the right to exercise the same authority as to conduct and behavior over the pupils attending his school, during the time they are in attendance, including the time required in going to and from their homes, as the parents, guardians or persons in parental relation to such pupils may exercise over them. (Amended July 25, 1963, P. L. 315)

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ACADEMIC AWARD GUIDELINES

1. Grades will be averaged after the 3rd grading period.
2. 90 % PPA is the qualifying point average.
3. All subjects are used for computing PPAs.
4. Awards will be given to 7th and 8th grade students.
5. Students who have attained a 90% PPA after the 4th grading period may return to the school and receive their award.
6. When computing a 90% PPA for academic awards, students must have a 90% PPA or above. No figure will be raised. For example, 89.6% PPA cannot be raised/rounded up to 90%, nor can any other number. Students must have a cumulative 90% PPA or above.

Additional requirements for Presidential Award: Students must score Advanced in reading and/or math on the Pennsylvania System of School Assessment (PSSA).

ASSEMBLIES

Through a variety of assemblies, Kiski Area presents to the student body cultural and educational experiences. It is the responsibility of all students to conduct themselves in a respectful manner. Remember, student conduct at assemblies is observed by visitors who are present and their opinion of our student body is determined by their actions. The following rules should be upheld:

1. A comparative quietness is to prevail upon entrance to the assembly area.
2. Absolute quiet and attention is expected as soon as the person in charge of the assembly appears.
3. Students are to participate in any group activity which is on the program.
4. While students may show appreciation cordially, wild applause is to be avoided.
5. Until properly dismissed, students are to remain seated.

ATHLETIC GUIDELINES

Athletic Eligibility Rules

Eligibility is in accordance with the by-laws of the Pennsylvania Interscholastic Athletic Association (PIAA) and the policies of the Kiski Area Board of Education:

1. Age - maximum 15 years if birthday is on or after July 1st.
2. Amateur Status - must maintain an amateur status; cannot play on a professional team or on a team which includes professionals; cannot receive cash or awards equivalent to cash for performance, ability, participation, or services; cannot sell or pawn athletic achievement awards.
3. Attendance - must be enrolled and in full-time attendance; if absent 20 or more days a semester, a pupil shall be ineligible to participate until in attendance for a total of 60 school days following the 20th day of absence.
4. Parental Consent - must have consent of parent or guardian before eligible to practice in an athletic contest.
5. Physical Examination - must be examined before each sport season by a licensed physician of medicine or osteopathic medicine before eligible to practice or participate in any interscholastic contest.
6. Period of Participation -
 - a. Maximum of twelve semesters beyond 6th grade
 - b. Maximum of four seasons beyond 8th grade
7. Representation - cannot participate in an athletic contest as an individual or as a member of a team in the same sport during the same season unless waiver is approved by the principal in writing and filed.
8. Academic - must be passing at least four full-credit subjects, or the equivalent, as of each Friday during a grading period; failure to meet this requirement, will result in losing eligibility from the immediately following Sunday through the Saturday immediately following the next Friday as of which you meet this requirement. In addition to the PIAA standards, the following **Kiski Area Standards** must be met for **weekly eligibility**:
 - a. **Students failing two courses** will be academically ineligible to participate in any Kiski Area school event or associated event.
 - b. Students failing **any** course will be placed on academic eligibility probation.
 - c. Students must pass at least four full-credit subjects or the equivalent during the previous grading period, except that eligibility for the first grading period is based on your final grades for the preceding school year. Failure to meet this requirement, will result in losing eligibility for at least 15 school days of the next grading period, beginning on the first day that report cards are issued. In addition to PIAA standards, the following Kiski Area Standards must be met for **nine week eligibility**:
 - i. ***GPA: students must maintain a cumulative GPA of 1.5 or better at the end of each nine week period to remain eligible.*** Failure to meet this standard will result in losing eligibility to participate in an event for 15 school days.
 - ii. ***PPA: students must maintain a cumulative PPA of 70% or better at the end of each nine week period to remain eligible. Failure to meet this standard will result in losing eligibility to participate in an event for 15 school days.***
 - d. Student athletes whose work does not meet the standards listed above but acquire credit recovery and meet the minimum 1.5 cumulative GPA or 70% PPA shall be eligible. **Credit recovery will not impact GPA and PPA, it will only recover the necessary credits for eligibility.**
9. Insurance - must purchase school-sponsored student insurance or written proof of parent's insurance coverage in lieu of school insurance.
10. Lost Equipment - students shall not be eligible to participate in any sport if all equipment has not been returned or compensated for loss of equipment of a previous sport.
11. Team Dismissal - students who are dismissed from a team for disciplinary reasons cannot participate on another team during the same season.
12. Student Athlete Guidelines – Training Rules - must be signed by both students and parents/guardians and filed with the Athletic Director before students are eligible to practice or participate with the team.

Registration and Application Procedures for Athletics

1. Students must register online at [Family ID](#).
2. All forms located on Family ID must be properly completed prior to the first day of tryouts and/or practice.

Form 1

- Section 1- Parent/Guardian Permit
- Section 2 - Waiver and Release From Liability
- Section 3 - Injury Risk
- Section 4 - Student Athlete Guidelines, Training Rules, Coaches Prerogatives, Equipment

Form 2

- Coaches' Information Card and Emergency Consent

Form 3

- Health History and Physical Examination Record and Emergency Information
 - Physical examination dates will be assigned to students who were not examined by a personal physician. Students will have to get a physical examination from a family physician if they fail to report on the day of scheduled physical examination. Students will not be permitted to attend any team meeting, practice, or session until all forms have been properly completed by student, parent, and physician and approved by the Athletic Director, or his appointed coach-representative.

Interscholastic Athletics

The Intermediate School offers the following sporting opportunities for students: Football, Boys and Girls Soccer, Boys and Girls Basketball, Track and Field, Girls Volleyball, Cheerleading, Baseball, Softball, Boys and Girls Cross Country, Boys and Girls Swimming, and Wrestling.

PHYSICAL EDUCATION GUIDELINES

In order to develop a clearer understanding of requirements for Physical Education, the following outline of rules and regulations is being presented for you to read and retain. All students are required to bring a change of clothing* and expected to dress for every class in the proper attire.

Proper Attire

1. Change of clothing (adhere to KAIS dress code guidelines)*
2. Tennis shoes (tied appropriately)
3. Socks
4. Towel (optional)
5. Heavy jersey, sweatshirt, or sweatsuit recommended in cooler weather (classes may go outside)

*Please review the KAIS dress code guidelines to assure appropriate attire is worn during PE class.

Class Procedure

1. Must be present in the locker room when the late bell rings.
2. Cell phones should be turned off and must be put away in lockers/bags.
3. Check all valuables in with the instructor upon entrance to the locker room (not responsible for lost or stolen articles not turned in to the instructor).
4. Report for roll call 5 minutes after late bell rings.
5. Students must conduct themselves with proper discipline and respect during roll call and all class activities.
6. Report all injuries to the teachers.
7. Report to the locker room when excused from class; change at this time.
8. Pick up valuables and remain in the locker room or assigned area until the dismissal bell rings.
9. Leaving an assigned area before the dismissal bell or cutting class may result in a 3-day suspension.
10. Grades are based upon participation and skills.
11. Students may be referred to the office for discipline after failing to dress appropriately for PE class three

times in any one nine-week period.

Make-ups and Medicals

1. Absences from class will result in points being deducted. Absences from class may be made up and deducted points will be replaced.
2. All students, even those with short-term medical excuses, must dress for class. If this is not possible because of a cast, etc., an exception will be made at the discretion of the instructor.
3. Medicals, both short and long-term, will be dealt with on an individual basis.
4. Students needing assigned to adaptive physical education must:
 - a. Check with the PE teacher to see if adaptive PE is possible.
 - b. Submit a doctor's excuse at the beginning of the medical, specifying the medical reason and length of time needed to be excused from PE class. No medical excuse shall be retroactive.
5. Regular PE classes intentionally missed (refusal to dress with no written excuse) may not be made up.
6. School activity - Students shall be excused from regular physical education classes to participate in school activities which are being held at the same time the classes are scheduled. These classes do not have to be made up, but any skill or written tests missed must be made up in class.

Lockers and Valuables

Lockers in the gymnasium locker area are not made to provide security for valuables. Students are urged not to have valuables in school. However, if valuables are brought to school, students are to turn them in to the PE teacher. The teacher will hold the valuables until the students reclaim them. Remember, hand all valuables to the teacher. The school will not be responsible for the loss of personal valuables. **Under no circumstances will the school district or its employees be held responsible for lost or stolen articles.**

ATTENDANCE PROCEDURES AND GUIDELINES

Attendance

Compulsory student attendance is a requirement of the Pennsylvania School Code 1326 and 1333. The Kiski Area School District is required by law to adopt and enforce policies and procedures regarding the daily and regular attendance of all students within the District. The Kiski Area School District believes that regular attendance in the classroom is conducive to learning and that frequent absences of pupils from regular classes disrupt the continuity of the instructional process. We believe there is a strong correlation between regular classroom attendance and academic achievement. Furthermore, with the passage of Every Student Succeeds Act, it is imperative that students maintain regular school attendance to give them the best opportunity to achieve proficiency and growth. The District cannot educate students or provide them with support and assistance when they are absent from school. Therefore, in accordance with the laws of the state, Kiski Area School District requires regular attendance each day that school is in session of all school age children (six to seventeen) of the Kiski Area School District. Regular attendance is defined as attending school for the full day on each day during which school is in session. Students for whom individualized educational plans have been developed as well as students enrolled in vocational training, work/study and alternative education programs are expected to attend all sessions provided for in their programs. Students are required to attend all sessions unless properly excused by school authorities for temporary absences when there is satisfactory evidence of such mental, physical or other urgent conditions which may reasonably cause the student's absence. Such absences may be investigated. The Assistant Superintendent must approve all exemptions from compulsory school attendance or requests for alternative educational programming.

Truancy

Truancy is a violation of the compulsory attendance laws. Truancy is defined in the Pennsylvania School Code 1332. The law states: "Absent three days or their equivalent, during the term of compulsory attendance, without lawful excuse."

Students truant from school automatically receive a suspension and do not have the privilege of making up their work missed on the day(s) of truancy.

Excused Absence

Students' excused absence may be for reasons that include but not limited to the following:

1. Death in immediate family
2. Student family trips pre-approved by the administration upon completion of the [Student Family Trip Form](#)
3. Field trips, special programs, athletic and activity events pre-approved by the administration
4. Illness
5. Impassable roads when certified by the District
6. Out-of-school suspension
7. Pre-arranged medical, dental, clinic or hospital appointment
8. Quarantine
9. Religious holidays as certified by a written explanation signed by the student's parent/guardian or clergy person
10. Religious instruction
11. Short-term family emergency
12. Special circumstances or requests prearranged and approved in advance by the principal or superintendent

When students return to school following an absence, they must present an excuse blank or written notification of an excused reason for absence to their homeroom teacher. [Excuse blanks](#) may be printed from our website at www.kiskiarea.com. Excuse blanks/written notes or emails from home are to be completed and returned within three school days. Such notifications should include the date(s) of absence, the reason for the absence and the signature of the parent/guardian. The mere fact that the parent/guardian has sent a written excuse does not mean that the absence is excused. **If the excuse is not received by the third school day, it will be counted as an unlawful or unexcused absence.** Students who have been absent (excused or unexcused) ten days will be required to have a doctor's excuse for every day of absence thereafter. Such doctors' excuses must be presented by the third day following an absence or the day(s) in question will be counted as unlawful or unexcused. If students are absent from school the entire day, they are not permitted to participate in or attend an after-school activity that day. In order to participate in after-school activities, students must be in attendance a minimum of one-half day. In lieu of physical excuse blanks, parents can submit absence requests through the Family Access section of Skyward. Requests must be completed by the legal parent/guardian, and they must occur within 3 days of the student absence. Requests can be denied if they do not meet the criteria for an excused absence.

School administration may exercise the right to telephone the home to spot-check absences, early dismissals, etc.

Health Exclusion

There are times when students are excluded for health reasons which include, but are not limited to the following:

1. Chicken Pox - Exclude (5) days from the appearance of the first crop of vesicles or until all lesions are crusted over. Return to school with a physician's note or after being examined by the Certified School Nurse (an appointment must be made with the School Nurse). Students are not to be sent to school on the bus.
2. Lice - Exclude pending appropriate treatment. Students must be free of nits prior to returning to school. Students who have been diagnosed with head lice are required to return to school within (2) days. Any absence beyond the two day period will be recorded as an unexcused absence. **The Certified School Nurse will examine students' heads prior to re-admission to school (appointment with the School Nurse is required). Students are not to be sent to school on the bus.** Please refer to the "Head Lice" section of this handbook for further information.
3. Missing required immunizations - Please refer to the Kiski Area District Website regarding updated requirements as set forth by the Pennsylvania Department of Health.
4. Pink Eye/Conjunctivitis - Exclude until discharge is gone, until 24 hours after antibiotic therapy is started, or if approved by a physician.
5. Ringworm - Exclude until treatment. May return after first treatment if body lesions are covered or until they are dried. May return with a physician's note.
6. Scabies - Exclude until completion of appropriate treatment. May return with a physician's note.
7. Strep Throat - Exclude for 24 hours, following initiation of antibiotic therapy; may then return with a

physician's note.

Immunization Exclusion

Please be aware that **students who are exempt from immunizations due to medical, religious, or philosophical reasons will be excluded from school in the event of a disease outbreak.** In some circumstances, these absences may extend for an entire incubation period, which would be determined in consultation with the PA Department of Health.

Vacations During School Term

Students who go on vacation during the school term are unlawfully absent unless the building principal has given prior approval. Compulsory School Attendance Laws and the Every Student Succeeds legislation discourage the approval of vacations during the school year. A "[Student Family Trip](#)" form (KASD 101a) must be submitted to the building principal **at least ten school days prior** to the trip. Students will be permitted to make up work during approved vacations, but they are responsible for making arrangements with their teachers for all missed assignments during this time period. **Student family trips will not be approved on the date semester exams or standardized achievement tests are administered.** Please be aware that students are permitted to miss ten days of school without a doctor's excuse; family trip days will count toward those ten days. Absences accrued in addition to (10) days will require a doctor's excuse or will otherwise be marked unexcused (this includes additional trips throughout the school year that exceed the (10) day limit).

Unexcused/Unlawful/Illegal Absences

Unexcused or unlawful absences are defined as any of the following reasons in addition to reasons not defined in this list:

- | | |
|---|-----------------------|
| 1. Car problems | 6. Missing the bus |
| 2. Child care | 7. Oversleeping |
| 3. Hunting, fishing, etc. | 8. Shopping |
| 4. Illegal employment and/or work | 9. Truancy |
| 5. Leaving school without office permission | 10. Unapproved trips* |

The principal or designee shall make the decision declaring an absence as unexcused or unlawful based upon information received from all available courses. The principal or designee shall record the unlawful absence on the student's attendance record. This information can be viewed online in the Family Access module of our Skyward Information System under attendance.

Upon receiving (3) unexcused/unlawful absences, an "official notice of child's third illegal absence" will be mailed home. Attached to this notice will be penalties for violation of compulsory attendance requirements as they pertain to both students and parents/guardians, including information explaining that (3) days after giving such notice, the students who again violate the compulsory attendance requirements will be liable without further notice. Any further absences of an unlawful nature will be directed to the magistrate who will investigate and direct to the proper service/agency.

If, after the first citation and hearing, additional unlawful absences occur, the principal shall consult the SAP team to formulate a plan for improving the attendance pattern. The SAP team shall report the status of cases to the appropriate principal on an ongoing basis. Simultaneously, the SAP team may refer the case to one or more of the following agencies:

1. CYS
2. Family Services
3. District Magistrate
4. Other Agencies

When an absence is coded as unexcused, students forfeit the right to make up any tests or assignments missed during that time.

Excessive Absences

Excessive absences can jeopardize students' chances in passing his/her courses. The Pennsylvania School Code covers excessive absenteeism. It states, "A claim of continued or repeated illness justifies the administration, home and school visitor or teacher in asking for a statement from a doctor." The law further places responsibility upon the parents/guardians of school-aged children for their school attendance. The Pennsylvania School Code gives the school authority to require students to have medical excuses when absenteeism is excessive. Doctors' excuses will be required when students have

1. Missed a total of (10) school days in the year (excused or unexcused)
2. Accumulated (3) unexcused absences

When students fail to present medical excuses for any further absences, a "Notice of Unlawful Absence" will be sent to the parents/guardians. Any further illegal absences after the parents/guardians have received a "Notice of Unlawful Absence" will necessitate citations being filed at the District Magistrate as provided for in the Pennsylvania School Code Section 1332-1333.

Students may also be assigned after-school detention after accumulating (10) days of excused or unexcused/unlawful absences. Additional excused or unexcused/unlawful absences may cause the assignment of additional detention or suspensions.

Tardiness to School

Students arriving after the beginning time for homeroom (**after 7:40 a.m.**) are required to present a note of explanation from their parents/guardians. Students arriving tardy must have an official excuse from the doctor, dentist, or agency to be coded as officially excused; students who have a note from their parents/guardians, may be coded as excused. Students must report directly to the office before reporting to class. The Pennsylvania School Code gives the school authority to require students to have a medical excuse when tardiness is excessive. Doctors' excuses will be required when students have accumulated a total of (5) tardies (excused and unexcused).

Once (3) unexcused tardies have been reached, a letter will be sent to the parents/guardians informing them of the tardies. After (4) unexcused tardies, a detention will be administered. Additional tardies will constitute additional detention or in-school suspension.

Early Dismissal

Students are expected to be at school for the entire school day. Students must bring a written note from their parents/guardians if they are requesting an early dismissal from school. Students will only be dismissed from school for the following reasons:

1. Illness
2. Death in family
3. Religious holidays as certified by a written explanation signed by parents/guardians or clergy
4. Field trips, special programs, athletics, and activities pre-approved by the administration
5. Pre-arranged medical, dental, clinic, or hospital appointment
6. Educational trips pre-approved by the administration

Students must report to the office to secure permission to leave the building early. Written permission from home must accompany each request. These requests should be presented to the office before Homeroom period starts on the day the student desires an early dismissal. A call from the office may be made to verify these requests. **Students returning from early dismissals must present printed documentation of attendance, including time of appointment, immediately upon return to school.** In cases when illness develops during the day, the school nurse will issue early dismissals. Doctor and dentist appointments should be made, if possible, on Saturdays, school holidays or after 3:00 p.m. When appointments are made requiring early dismissals, **requests must include the doctor's name and office telephone number.**

Should it become necessary for students to leave school for health reasons, they must go to the nurse's office or the main office so that arrangements can be made with the home. **Under NO circumstances may a student leave the building without reporting to the office and signing out.** Students who leave school without official

documentation will be considered unexcused and subject to disciplinary action.

Parents/guardians must sign the electronic Early Dismissal Form upon students' dismissals. The school office must be notified when someone other than the parents/guardians come to pick up students. While this process may seem involved, students' safety while assigned to school is our foremost concern.

Once (5) early dismissals have been reached, a letter will be sent to the parents/guardians informing them of the early dismissals and any discipline that may be administered. Additional early dismissals may result in disciplinary action being taken by the administration. Furthermore, Kiski Area School District will enforce a time limitation for early dismissals.

After School Events

Students must provide written notification from their parents/guardians to the school office when they intend to leave campus (ex: McDonald's) and return to attend an after school event. All school policies and behavior expectations apply to students remaining after school for events. Acceptable forms of parent notification include written notes, emails, or phone calls to the office.

Delegation of Responsibility

The initial responsibility to address excused/unexcused attendance problems rests with teachers, principals and guidance counselors/SAP team members. Teachers serve as a first line of defense against habitual absenteeism. Teachers should take an active role by meeting with students individually and contacting the parents/guardians to encourage better attendance. The District's SAP team should be made aware of instances of unlawful absences.

Student Responsibility

Students are responsible to do the following:

1. Attend all classes daily and on time.
2. Participate in class activities and discussions.
3. Put forth effort to learn and grow academically .
4. Obtain and make-up assignments and tests that have been missed.

Parent Responsibility

Parents/guardians are responsible to do the following:

1. Make certain that students attend school regularly and on time.
2. Notify the school in advance of any anticipated absences.
3. Provide the school with an acceptable written explanation and documentation concerning each absence within three days of return.
4. Make certain that all requests for early dismissals are for a legitimate and necessary reason.

24 PA Statute

“(a) (1) Every parent, guardian, or person in parental relation, having control or charge of any child or children of compulsory school age, who shall fail to comply with the provisions of this act regarding compulsory attendance, shall on summary conviction thereof, be sentenced to pay a fine, for the benefit of the school district in which such offending person resides, not exceeding three hundred dollars (\$300) and to pay court costs or be sentenced to complete a parenting education program offered and operated by a local school district, medical institution or other community resources, and, in default of the payment of such fine and costs or completion of the parenting program by the person so offending, shall be sentenced to the county jail for a period not exceeding five (5) days. Any person sentenced to pay any such fine may appeal to the court of common pleas of the proper county, upon entering into a recognizance, with one or more proper sureties, in double the amount of penalty and costs. Before any proceedings are instituted against any parent, guardian, or person in parental relation, for failure to comply with the provision of this act, the district superintendent, attendance officer, or secretary of the board of school directors shall give the offending person three (3) days written notice of such violation. If, after such notice has been given, the provisions of this act regarding compulsory attendance are again violated by the persons so notified, at any time during the term of compulsory attendance, such person, so again offending, shall be liable under the provision of this section without further notice. (2) The child and every parent, guardian or person in parental relation must appear at a hearing established by the district justice. If the parent, guardian or person in parental relation charged with a

summary offense under this subsection shows that he or she took every reasonable step to ensure attendance of the child at school, he or she shall not be convicted of the summary offense. (3) Upon a summary conviction, the district justice may suspend, in whole or in part, a sentence in which a parent, guardian or person in parental relation is summoned to pay as required under this section: Provided that the child no longer is habitually truant from school without jurisdiction. (4) In lieu of, or in addition to, any other sentence imposed under this section, the district justice may order the parent, guardian or person in parental relation to perform community service in the school district in which the offending child resides for a period not to exceed six (6) months. (b) (1) If the parent, guardian or person in parental relation is not convicted of a summary offense because he or she took every reasonable step to ensure attendance of the child at school, a child of compulsory school age who has attained the age of thirteen (13) years and fails to comply with the provision of this act regarding compulsory attendance or who is habitually truant from school without justification commits a summary offense and except as provided in clause (4) shall, upon conviction, be sentenced to pay a fine not exceeding three hundred dollars (\$300) for each offense for the benefit of the school district in which such offending child resides or shall be assigned to an adjudication alternative program pursuant to 42 Pa.C.S. 1520 (relating to adjudicative alternative program).

2) For any child who has attained the age of thirteen (13) years who fails to pay the fine under clause (1) or to comply with the adjudication alternative program, the district justice may allege the child to be dependent under 42 Pa.C.S. 6303(a)(1) (relating to scope of chapter). The failure by the child to pay a fine or comply with the adjudication alternative program shall not constitute a delinquent act under 42 Pa.C.S. Ch. 63 (relating to juvenile matters).

(3) Upon a summary conviction or assignment to an adjudication alternative program, the district justice may suspend, in whole or in part, a sentence or an adjudication alternative program in which a child who has attained the age of thirteen (13) years must pay or comply with the adjudication alternative program; provided that the child no longer is habitually truant from school without justification.

(4) Any child who has not attained the age of thirteen (13) years who fails to comply with the compulsory attendance provisions of this act and is habitually truant shall be referred by the school district for services or possible disposition as a dependent child as defined under 42 Pa.C.S. 6302 (relating to definitions). Any child who has attained the age of thirteen (13) years who fails to comply with the compulsory attendance provisions of this act and is habitually truant may, in lieu of a prosecution under clause (1), be referred by the school district for services or possible disposition as a dependent child as defined under 42 Pa.C.S. 6302 (relating to definitions).

“District justice” shall mean such court as the court of common pleas shall direct in counties not having district justices.

“Habitually truant” shall mean absence for more than three (3) school days or their equivalent following the first notice of truancy given under section 1354. A person may be habitually truant after such notice.

“Offense” shall mean each citation which goes before a district justice or court of common pleas.

“Person in parental relation” shall not include any county agency or person acting as an agent of the county agency in the jurisdiction of a dependent child defined under 42 Pa.C.S. 6302 (relating to definitions).

(c) If a child is convicted for a violation of this section, the court, including a court not of record, shall send to the Department of Transportation a certified record of the conviction or other disposition on a form prescribed by the department.

(d) Nothing in this section shall be construed to apply to a parent, guardian or person in parental relation whose child or children are in a home education program under section 1327.1.

Section 1338.2—Suspension of Operating Privilege

“(a) The Department of Transportation shall suspend for 90 days the operating privilege of any child upon receiving a certified record that the child was convicted of violating section 1333. If the department receives a second or subsequent conviction for a child’s violation of section 1333, the department shall suspend the child’s operating privilege for six months. (b) Any child whose record is received by the department under section 1333(c) and who does not have a driver’s license shall be ineligible to apply for a driver’s license under 75 Pa.C.S. 1505 (relating to

learners' permits) and 1507 (relating to application for driver's license or learner's permit by minor) for the time periods specified in subsection (a). If the child is under sixteen (16) years of age when convicted, suspension of operating privileges shall commence in accordance with 75 Pa.C.S. __1541 (relating to period of revocation or suspension of operating privilege) for the time specified in subsection (a)."

BULLYING

Kiski Area Intermediate School is committed to providing a safe, positive learning environment for all students. The building 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, bullying, including cyber bullying, is not permitted on school grounds. Bullying is defined as 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. Substantial interference with a student's education
2. Creation of a threatening environment
3. Substantial disruption of the orderly operation of the school

Students who have been bullied are encouraged to report the incident to a teacher or guidance counselor promptly. Confidentiality of all parties shall be maintained, consistent with the building's legal and investigative obligations.

Consequences

Students who violate the building's bullying 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 building, classroom, or bus
5. Exclusion from activities
6. Detention
7. Suspension
8. Expulsion
9. Counseling/therapy outside of school
10. Referral to law enforcement officials

Safe 2 Say Something

Mandated under PA state law/Act 44, the program teaches youth and adults how to recognize warning signs and signals, especially within social media, from individuals who may be a threat to themselves or others. With Safe2Say Something, it's easy and confidential to report safety concerns to help prevent violence and tragedies. Anyone can submit an anonymous tip report through the Safe2SaySomething system <https://www.safe2saypa.org/>

CHEATING

Students caught cheating will receive a 0% on that specific graded assignment. Students caught cheating the second time in the same subject will automatically fail the subject for the year. Plagiarism is considered a form of cheating. The dictionary meaning of plagiarize is the following: "To steal and pass off as one's own (the ideas and words of another). (Page 1728 of Webster's 3rd New International Dictionary). The legal definition of plagiarism according to the copyright laws of the United States may be the use of as little as five consecutive words in a work that is presented as original.

CLUBS/ORGANIZATIONS

Fuel Up to Play 60
Jazz Band

Student Council
Instrumental/Vocal Ensembles

Winterguard
Yearbook

DANCES

Dances are held periodically throughout the school year under the supervision and direction of appropriate district personnel. Only students in good standing who attend Kiski Area Intermediate School are permitted to attend. Proper school dress is necessary at all school dances.

DESTRUCTION OF SCHOOL PROPERTY

Section 777

Students caught defacing, injuring, or destroying school property will be suspended, and referred to the proper authorities in compliance with Section 777 of the Pennsylvania State School Code which reads as follows: Section 777 Defacing, Injuring or Destroying Property Used for School Purposes: Penalty. If any person shall willfully or maliciously break into, enter, deface, or write, mark or place obscene or improper matter upon any public school building, or other building used for school purposes, or other purposes provided for in this act, or any outhouse used in connection therewith; or shall deface, injure, damage or destroy any school furniture, electronic devices, books, paper, maps, charts, apparatus, or other property contained in any public school building, or other building used and occupied for school purposes, or other purposes provided for in this act; or shall destroy, injure or damage any shade trees, shrubbery, fences or any other property of any kind, upon any public school grounds, or upon any public school playgrounds, such person shall be guilty of a misdemeanor, and upon conviction thereof shall be sentenced to pay a fine of not less than five (\$5) and not more than two hundred dollars (\$200), or undergo an imprisonment in the county jail for a period not exceeding six months, either or both, at the discretion of the court.

Care of Building

It is the obligation of all students to avoid damaging or defacing buildings, furniture, electronic devices, and books. If students are outspoken in their disapproval of such damage, they become a powerful influence among their fellow students and help save tax money for desirable additions and improvements.

All damages are to be reported to the office immediately and those responsible for the damages will be held liable.

Supplies of permanent or semi-permanent materials, i.e. books, chromebooks, etc., which are distributed to individual students must be returned in good condition at the end of the current term. Students who destroy, deface or lose this equipment will be responsible for the cost of the equipment/materials and will receive a bill from the school.

DISCIPLINE

Discipline Policy

The entire discipline policy of the district is available in every principal's office. Students are made aware of the policy's guidelines at the beginning of each year through explanations provided by teachers and principals.

When attending school activities, all school rules apply. Such activities are strictly an extension of the school day. Extra-curricular rules and regulations governing students in those activities will be in addition to the district's discipline policy.

Exclusion from school may be affected by temporary suspension, full suspension or expulsion. Consistent temporary or full suspensions as well as the severity of the infraction could lead to expulsion. In all cases the administrators will adhere to the due process procedures outlined in detail in the district's discipline policy and the Pennsylvania School Code.

After School Detention

After school detention is assigned for minor offenses not deemed of the degree of severity to warrant suspension.

Kiski Area Intermediate School takes pride in the fact that the majority of our students understand the importance of abiding by the rules and regulations of the school. However, there are some students who, at times, act inappropriately. It is imperative these students learn to change such behavior. Therefore, the Kiski Area Intermediate School implements an after school detention program to deal with behavior that is disruptive but does not warrant a suspension from school, if corrected promptly.

After school detention will be held one or two days each week from 2:55 p.m. until 4:55 p.m. Students who arrive between 2:55 p.m. and 2:59 p.m. will not be dismissed until 5:00 p.m. Students will not be admitted after 3:00 p.m. In such cases, these students will be referred to the principal for further disciplinary action.

If for any reason students cannot report on their designated day(s), they must give notice to the principal no less than one day prior to the scheduled detention. **Any student who fails to attend detention will automatically be rescheduled for the next week.**

Students failing to make up their assigned detention by the deadline given will be given **(1) day in-school remediation, and a new detention deadline will be assigned automatically for the very next date of detention.** Students failing to serve the reassigned deadline will be given **(2) days in-school remediation, and a new detention deadline will be assigned automatically for the very next date of detention.** Students failing to serve the detention for a third time **will be assigned (3) days of in-school remediation and a parent conference will be scheduled to discuss the lack of cooperation by the student to serve the assigned detention.** During this conference, a new deadline for the detention will be agreed upon by the student, parent, and administration. Students who demonstrate a continued disregard for serving assigned detentions will be referred to the magistrate for review by the administration.

Students reporting to detention must bring enough work to last the entire session. Supervising teachers will assist with tutoring when possible. Talking, sleeping, eating, drinking, listening to music, etc. will not be tolerated. Students violating the above rules will not receive credit for the time spent and additional disciplinary action will occur.

Temporary Suspension (3 days: in-school or out-of-school)

1. Use of profane or obscene language or gestures while under school supervision
2. Possession or use of matches, lighters, or any tobacco product*
3. Threatening of students or teachers
4. Fighting between two or more students
5. Insubordination - refusal to follow the instruction of a school employee or failure to identify oneself upon request
6. Misconduct/disobedience (sec. 1318 school code)
7. Leaving an assigned location or school without permission by the office
8. Truancy/class cut
9. Forging or falsifying school forms or the use of forged documents
10. Theft of school equipment plus any item(s) taken from teachers, students, locker rooms, closets or any place in the school or on school property
11. Malicious mischief and school vandalism
12. Malicious telephone calls to school personnel
13. Verbal abuse/harassment
14. Violation of the medication policy
15. Public show of affection
16. Other offenses that are deemed in conflict with the normal operation of the educational process

***In addition, legal charges may be filed in accordance with Act 145 of the school code and local ordinances.**

Full Suspension (10 days: out-of-school)

1. Possessing, dispensing, selling or use of alcoholic beverages on school property or school related activities
2. Possessing, dispensing, selling or use of drugs that are in violation of the Dangerous Drug and Cosmetic Act on school property or at school related activities
3. Assault and/or battery including striking or causing physical injury while under the school's supervision to students and/or school personnel
4. Possessing or use of weapon(s) on school property - "weapons," for purposes of this section, shall include but not be limited to any knife, cutting instrument, cutting tool, nunchuck sticks, firearm, shotgun, rifle and/or any other tool, instrument or implement capable of inflicting serious bodily injury **
5. Participation in a terroristic threat or attempt
6. Tampering with firefighting equipment or emergency system (false alarm)
7. Moral offense, such as indecent assault, exhibitionism, and possessing pornographic material
8. Possessing blasting caps, firecrackers, smoke bombs or any other explosive devices on school property
9. Complete disregard of school rules and regulations
10. Severe abuse/harassment
11. Other types of offenses that are deemed in conflict with the normal operation of the educational process

**This suspendable behavior may result in an expulsion based on Act 26: June 30, 1995 of the PA School Code.

After (3) temporary suspensions, any subsequent suspension will be for ten (10) days out-of-school. Expulsion shall mean exclusion from school for an offense exceeding (10) school days, and may be permanent expulsion from the school rolls. These cases shall be acted upon by the Board of School Directors after appropriate due process.

*Act 145 of 1996 identifies, as a summary offense, the possession of tobacco, or a tobacco product, including unlighted cigarettes and smokeless tobacco, by a student while in school, on a school bus or on any school property. According to the law any student found in possession of tobacco may face a fine of not more than fifty (50) dollars plus court costs or be assigned to an adjudication alternative. The penalty, if applied, would be in addition to the temporary suspension imposed by the District.

Suspensions and Extra-Curricular Activities

Students assigned a temporary or full suspension may have their membership in school organizations terminated for the school year. Please check the by-laws of any school-sponsored activities in which your children participate.

Students are not permitted to participate in extracurricular activities the entire duration of their suspension.

Bus Misconduct

Riding the bus is an extension of school, and all school rules apply on the bus. Violations of school bus rules will be reported by the driver to the principal for disciplinary action. When the bus infraction calls for a suspension, in accordance with the Kiski Area School District Discipline Policy, the suspension procedure for school offenses will be implemented by the principal.

Video Monitoring Equipment

In order to improve safety and discipline, the Kiski Area School District has installed video monitoring equipment in many of the pupil transportation vehicles. Each bus has a special box installed in the front. Inside the box, a video camera may be stored. The video camera may record the behavior of the students and the bus drivers' methods of student management. If a tape contains information which will be helpful to improve student behavior/management, it will be shared with the appropriate school staff, bus drivers, students and parents/guardians and may be used as evidence in any disciplinary proceeding. This notice is to advise parents/guardians that your children may be videotaped any time they ride the school bus.

Food Items

Food and drink should only be consumed in the cafeteria or under direct teacher supervision as part of a classroom lesson. Students found eating or drinking in the classrooms, hallways, etc. may be subjected to discipline.

DISCRIMINATION POLICY

The Kiski Area School District is an equal opportunity education institution and will not discriminate on the basis of race, color, national origin, sex and handicap in its activities, programs or employment practices as required by Title VI, Title IX and Section 504. For information regarding civil rights or grievance procedures, contact Keystone Consulting at (724) 842-0463.

DISSEMINATION OF MATERIAL

For the purpose of this policy, dissemination shall mean students distributing or publicly displaying nonschool materials to others:

1. on school property or during school-sponsored activities by placing such materials upon desks, tables, on or in lockers, walls, doors, bulletin boards, or easels; by handing out such materials to other persons; or by any other manner of delivery to others; or
2. at any time or location when creating or sending information using email, websites, online platforms, social media channels or other technological means that are owned, provided or sponsored by the school district.

Expression means verbal, written, technological or symbolic representation or communication. Non-school materials means any printed, technological or written materials, regardless of form, source or authorship, that are not prepared as part of the curricular or approved extracurricular programs of the District. This includes, but is not limited to, fliers, invitations, announcements, pamphlets, posters, online discussion areas and digital bulletin boards, personal websites and the like.

Limitations on Student Expression

Students have the right to express themselves unless such expression is likely to or does materially and substantially disrupt or interfere with the educational process, including school activities, school work, discipline, safety and order on school property or at school functions; threatens serious harm to the school or community; encourages unlawful activity; or interferes with another's rights. Student expression is prohibited to the extent that it:

1. violates federal, state, or local laws, school board policy, or district rules or procedures
2. is defamatory, obscene, lewd, vulgar, or profane
3. advocates the use or advertises the availability of any substance or material that may reasonably be believed to constitute a direct and serious danger to the health or welfare of students, such as tobacco/vaping products, alcohol, or illegal drugs
4. incites violence, advocates use of force, or threatens serious harm to the school or community
5. materially and substantially disrupts or interferes with the educational process, such as school activities, school work, discipline, safety, and order on school property or at school functions
6. interferes with, or advocates interference with, the rights of any individual or the safe and orderly operation of the schools and their programs
7. violates written district procedures on time, place, and manner for dissemination of otherwise protected expression.

Student expression that occurs on school property or at school-sponsored events, or occurs at any time or place when created or communicated using district-provided equipment, email, websites, or other technological resources, is subject to this policy. The limitations, prohibitions, and requirements of this policy shall apply to expression that occurs outside the foregoing circumstances only when and to the extent that the out-of-school expression:

1. incites violence, advocates use of force, or otherwise threatens serious harm directed at students, staff or the school environment
2. materially and substantially disrupts or interferes with the educational process, such as school activities, school work, discipline, safety, and order on school property or at school functions
3. interferes with, or advocates interference with, the rights of any individual or the safe and orderly operation of the schools and their programs

Dissemination of Non-school Materials

The Kiski Area School District requires that dissemination of non-school materials shall occur only at the places and during the times set forth in written procedures. Such procedures shall be written to permit the safe and orderly operation of schools, while recognizing the rights of students to engage in protected expression. The Kiski Area School District requires that students who wish to disseminate non-school materials on school property shall obtain approval by submitting them at least (1) school day in advance to the building principal or designee, who shall forward a copy to the Superintendent. If the non-school materials include matters prohibited by this policy, the building principal or designee shall promptly notify the students of the nature of the violation and that they may not disseminate the materials until the violation is corrected and the materials are resubmitted for approval. If notice of disapproval is not given during the period between submission and the time for planned dissemination, students may consider the request approved and proceed with dissemination as requested, subject to all other established procedures and requirements relating to time, place and manner of dissemination. Students may nonetheless be directed to cease or suspend dissemination if it is later determined that the materials or the dissemination of them are in violation of this policy or implementing rules and procedures.

Students who disseminate printed non-school materials shall be responsible for cleaning any litter that results from their activity and shall schedule the event so that they do not miss instructional time themselves. Printed non-school materials displayed in a fixed location of a school building shall bear the date when placed in each location. The district may remove the materials within (10) days of the posting or other reasonable time as stated in applicable procedures.

DISTANCE LEARNING

The Kiski Area School District will offer an online distance learning option for all students. All families can request full in-person instruction **or** full online instruction. This requires a quarterly grading commitment for either option, and specific standards must be met to maintain 100% online instruction for the duration of the school year. Please refer to the Online Learning Contract for detailed information related to distance learning.

DRESS GUIDELINES

Attire which is hazardous to health, safety, or that which is disruptive to the educational process, as determined by the principal, is considered improper for school. The following examples are considered **IMPROPER and ARE NOT PERMITTED**:

1. bandanas, head scarves, hats, hoods, sweatbands/headbands, and/or sunglasses
2. clothing that is sheer, ripped, torn, holes above the longest fingertip with hands extended to the sides and shoulders relaxed, or found on the trunk of the body
3. midriff shirts, halter-tops, or shirts that expose cleavage (the upper and lower body garments must overlap)
4. clothing/accessories with obscene/suggestive print or promotes tobacco, alcohol products, illegal substances (including drug paraphernalia) and/or statements of hate, prejudice, bigotry, or sexism including suggestive printing on clothing that can be interpreted with a double meaning
5. tank tops and spaghetti straps (the entire shoulder must be covered); sleeveless shirts are permitted as long as the shirt fits close to the armpit and has a sewn seam
6. pajama bottoms and other types of sleepwear
7. clothing/accessories utilizing spikes, studs, or chains
8. heavy jackets or coats are not to be worn indoors; zip-ups/hooded sweatshirts are permitted as long as they do not cover the head
9. footwear must be worn at all times
10. undergarments should never be visible
11. Bookbags may be carried throughout the school day. In addition, shoulder bags and gym bags small enough to fit under classroom desks/chairs are permitted in the classrooms BUT may not be in the walkways or on student laps

Teachers will check students for any questionable attire during the homeroom period and throughout the day. Any person in question will be referred to the office. Students in violation of these guidelines will be required to change into appropriate clothing before returning to class. Violations of these guidelines may result in disciplinary action, which may include detention or in-school remediation.

DRUG POLICY

On June 20, 1983, the Kiski Area Board of Education passed a strict drug policy for all students. Copies of the policy are located in all principal's offices. This policy will be reviewed yearly in all secondary Physical Education classes during the first month of school.

Tobacco

The state law states that it is unlawful to sell or give tobacco in any form to anyone under twenty-one years of age. Any student discovered using or carrying tobacco products, paraphernalia, or look-alike tobacco products on school property shall be referred to the principal's office where proper disciplinary measures will be administered. The carrying of cigarettes or any type of tobacco is strictly prohibited on school grounds at all times. In addition, charges may be filed at the local magistrate's office in accordance with Act 145 of 1996 of the school code and local ordinances. Outlined below in detail is the Tobacco and Nicotine products policy for KAIS.

Student Possession and Use of Tobacco and Nicotine Products

The Kiski Area School District recognizes that tobacco and e-cigarette (or vaping) products present a health and safety hazard that can have severe consequences for users, nonusers, and the school environment. Nicotine, the chemical found in tobacco products, is a highly addictive drug that causes changes in brain chemistry, leaving the brain craving more. This tobacco and nicotine policy aims to show KASD's commitment to the health and well-being of its students, teachers, administrators, and staff.

The Term **tobacco product INCLUDES** but is not limited to any of the following:

1. lit or unlit cigarette, cigar, little cigar, chewing tobacco, pipe tobacco, hookah, snuff, snus
2. electronic device that delivers nicotine or another substance to a person inhaling from the device such as electronic nicotine delivery systems (ENDS), electronic cigarettes (e-cigarettes or e-cigs), or vaping devices (disposable or reusable)
3. equipment designed to charge vaping devices or other electronic cigarettes
4. product containing, made, or derived from either natural or synthetic tobacco or nicotine

The term **tobacco product DOES NOT INCLUDE** any the following:

1. product 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. 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.*

Prohibitions

The Kiski Area School District prohibits the possession, use, purchase, or sale of tobacco and vaping products as defined above by or to students at any time in a school building, on school busses or other vehicles owned, leased, or operated by the District, on property owned, leased, or controlled by the District, or at school-sponsored activities that are held off school property.

Communication

This Tobacco and Vaping Policy shall be posted in the school office and published on the KASD website and student handbooks. No Smoking and No Vaping signs shall be posted at school entrances, restrooms, and other locations where students, staff, and teachers gather.

Enforcement

Nicotine dependence makes smoking and vaping cessation extremely difficult. Programs such as the American Lung Association's Intervention for Nicotine Dependence: Education, Prevention, Tobacco, and Health (INDEPTH) and Not-On-Tobacco (N-O-T) provide resources, education, and support for students struggling with nicotine addiction. Students found violating this Tobacco and Vaping Policy shall have the tobacco product or device defined above confiscated and disposed of by the school's School Resource Officer. This property shall be considered forfeit and not subject to be returned. Additionally, the student will be subject to the following consequences:

1. **First Offense** - (3) days of In-School Suspension (ISS) and enrollment in the four-session INDEPTH program focused on tobacco use, nicotine dependence, establishing healthy alternatives, and changing to be free of all tobacco products.
2. **Second Offense** - (3) days of ISS and enrollment in the Smokeless Saturday program; referral to District Magistrate.
3. **Third Offense** - (3) days of ISS, referral to the District Magistrate, and loss of privileges for (45) days, including hallway privileges, cell phone privileges, extra-curricular activities, and driving privileges (if applicable).

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 outlined in the memorandum of understanding with local law enforcement, and Board policies.

Reporting

1. **Parental Reporting** - 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 or 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.
2. **Office of 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.
3. **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 training to the school police, School Resource Officer (SRO) or the local police department that has jurisdiction over the school's property, in accordance with state law and regulations, the procedures outlined in the memorandum of understanding with local law enforcement and Board policies.

ELECTRONIC DEVICES

Electronic devices including cell phones, CD players, iPod's, MP3's, laptops, electronic games, laser pointers, cameras, etc. are not permitted to be in plain sight or turned on during the school day unless authorized by school personnel for legitimate educational purposes.

Students found with any of these items during the school day will have their devices confiscated and will be referred to the office. Devices will be returned after conferencing with a principal about the policies and procedures for electronic devices and a clear discussion of discipline for future violations. Additional offenses will result in devices being kept by the administration until they can be retrieved by a parent/guardian and after-school detention will be assigned.

Students will be served with detention(s) and/or suspension to be increased by the number of subsequent offenses.

The use of any electronic device is strictly prohibited in restrooms, locker rooms, the health suite, or any other changing area. (KASB Code 237 Vol 1 2022)

EMERGENCY CLOSINGS

If the schools will be closed due to emergency or inclement weather, or if there will be a delayed starting time, announcements will be made on the following radio and television stations in addition to the KA Website (<https://kiskiarea.com>): KDKA, 3WS, WPXI, WTAE. The district's phone alert system will be activated, so it is important that all students' phone numbers and emergency contacts are up-to-date in the Skyward Student Information System. Phone numbers can be updated by families in the Skyward system. Flexible Instructional Days will be determined by Kiski Area School District if an emergency closing is in place. Flexible Instructional Days (FID) will require students to complete work at home via their Chromebook or personal computer. District teachers will be available to instruct students using Google Classroom. **If schools are closed or students are excused early due to an emergency, all activities are canceled for that day or days.**

EMERGENCY DRILL INSTRUCTIONS

For the safety of all concerned and by State Law, schools are required to have fire drills. These drills are practiced so that the building can be evacuated quickly. For their protection, teachers will instruct students how to leave their rooms safely as well as post evacuation maps in each room. The following are major precautions for students to observe:

1. Quickly proceed as instructed to the nearest exit.
2. Keep as quiet as possible for there may be additional instructions.
3. In case the exit is blocked, move to the nearest open exit.
4. Each class will line up in a safe distance from the building and roll call will be taken.
5. Return to the building when directed.

Emergency weather drills have been established and will be implemented during the school year. Students and staff will follow the evacuation directions posted in each of their classrooms.

ENGLISH LANGUAGE LEARNERS

This information is important for all English language learners (students whose native language is not English) and their parents/guardians. Throughout the school year, very important information is sent home or provided to students in school. An example would be the parent/student handbook, which contains information, schedules, calendars, policies, etc., that are all critical to the student's successful participation in school. The English speaking parent or guardian should take the time to review this information with their child. If this is not possible due to the level of English proficiency, the District will provide translators or interpreters in the native language necessary. If this service is needed, please contact the building principal or school counselor.

ENTERING THE BUILDING

Students may enter the building no earlier than 7:20 a.m. and report directly to the cafeteria for breakfast and then proceed to their homeroom classroom. Band students will go to the music room first to drop off their instruments, then proceed directly to their locker, and finally report to homerooms. All students participating in athletics should take their equipment to the Team Room. Students participating in athletics shall eat breakfast first, report to their assigned homeroom and then to the Team Room.

EXCEPTIONAL STUDENTS

(Including the Mentally Gifted)

Kiski Area School District provides a free, appropriate, public education to gifted and other exceptional students according to state and federal law. To qualify as an exceptional student, the child must be of school age, must be in need of specially-designed instruction, and must meet eligibility criteria for mentally gifted and/or one or more of the following physical or mental disabilities, as set forth in Pennsylvania State Standards: autism/pervasive developmental disorder, blindness/visual impairment, deafness/hearing impairment, intellectual disability, multi-handicap, neurological impairment, other health impairment, physical disability, serious emotional disturbance, specific learning disability, speech/language impairment.

The District engages in identification procedures to ensure that all students receive an appropriate educational program, consisting of gifted instruction or special education and related services which are individualized to meet the educational needs of the student, and reasonably calculated to yield meaningful educational benefit and student progress, at no cost to the parents and in compliance with state and federal law.

Various screening activities are conducted on an ongoing basis to identify students who may be eligible for gifted or special education programs and services. When screening results suggest that a student might be exceptional, the District seeks parental consent to conduct a multi-disciplinary evaluation. Parents who suspect that their child is exceptional may request an evaluation of their child at any time through a written request to the Director of Student Support Services, Kiski Area School District, 200 Poplar Street, Vandergrift, PA 15690.

Services designed to meet the needs of exceptional students include the annual development of an Individualized Education Program (IEP). The extent of special education services and the location for the delivery of such services are determined by the IEP team and are based on the student's identified needs and abilities, chronological age and the level of intensity of the specified intervention. The District also provides related services, such as transportation, physical therapy, and occupational therapy, required to enable the student to benefit from the special program. Parents are invited and encouraged to participate with the school personnel in their child's evaluation and the development of their child's IEP.

FALSE ALARMS

Any student caught pulling fire alarms or calling a false alarm to the school, 911, or another agency will receive a full suspension and be referred to the proper authorities to prosecute under Section 4905 of Criminal Code which consists of a person who knowingly causes a false alarm of fire or other emergency to be transmitted to or within any organization, official or volunteer, for dealing with emergencies involving danger to life or property commits a misdemeanor of the first degree.

GRADING POLICY

When using a percentage, the following scale will be used:

90-100: A 80-89: B 70-79: C 60-69: D 50-59: E

Teachers will explain to students the percentage grading system being utilized for each evaluation (quiz, homework, tests, etc.) so that students are aware, at any time during the grading period, where they stand. Students and parents/guardians are also encouraged to check Skyward Family Access for updated grades.

Report Cards

Report cards will be posted on the Skyward Information System at the end of each 9 week period. A deficiency notice will be posted in Skyward whenever students' performance is equivalent to a "D" or "E" grade or drops two letter grades. This notice will be posted at the midpoint of each grading period.

An overall 60% average must be obtained to pass a subject with at least one passing grade earned in the second half of the year (3rd or 4th grading period only).

Students returning to school following an absence(s) must make up assignments with their teachers immediately. It is the students' responsibility to contact their teacher to arrange for make-ups. Students returning to school following an excused absence must make up missed work/tests immediately. For each day of absence, one day will be given to make up assignments (i.e. two days of absence equals two days to make up missed assignments). Failure to make up missed class work and/or tests will be recorded as a 0%. An incomplete during the final grading period must be completed by the last day of school or the grade in question becomes a failing mark. A long term illness is treated separately. Any unusual incomplete grade which affects passing or failing of the subject for the year shall be reviewed by the teacher and the administration.

Honor Roll

All subjects will be computed to determine appropriate honors: 90%-100% High Honors; 80%-89% Honors.

Any 69% or lower or incomplete grades on the report card will disqualify a student from being on the Honor Roll.

Intentional Non-Learners

It is the mission of the Kiski Area School District to ensure that every child is learning at the highest level possible. In the event that a student is identified as an Intentional Non-Learner (unwilling to put forth the necessary effort for growth), (s)he may be assigned working lunches and/or after-school study sessions at the discretion of the teacher(s). Parents/guardians will be notified when a student has been identified as an intentional non-learner; and if the behavior does not improve with the aforementioned interventions, parents/guardians will be required to attend a formal meeting with the classroom teacher, school counselor, and administrator(s).

Procedure for Promotion and Retention

Students are promoted or retained based upon the recommendation of the academic team. The academic team will be made up of the students' present teachers, school counselor, and building administrators. The building principal will make the final decision after consultation with the Assistant to the Superintendent if necessary. Promotion or retention of students will be determined by the evaluation of pupils' progress using multiple criteria. Criteria may include, but not be limited to: classroom grades, with primary emphasis on math, English, science, social studies, reading, standardized test results, and local/state assessments. Parents/guardians will receive deficiency reports and be advised, in writing, in advance of possible retentions.

In cases where students are advanced upon the building principal's recommendation, appropriate remedial programs must be in place to assist the student in future success. Such a program should be in writing, attested by a principal's signature, and reviewed at a meeting attended by a minimum of one sending and one receiving teacher prior to the beginning of the school year, or within the first week of school.

In cases where students are retained, successful completion of an approved summer school program will result in re-evaluation for promotion by the building principal. Such successful completion of a summer school program may be part of a prerequisite plan for promotion. All final decisions will be based on developmental appropriateness for each student.

Criteria

Students not successfully completing (10) credits/course units consisting of (2) course units each in math, science, social studies, and English language arts will be considered for retention.

SCHOOL COUNSELING SERVICES

One of the main concerns of the counselor is to help each new pupil adjust to his or her school setting. Throughout the school years, students should view the counselor as a person interested in his or her academic, emotional, and social growth.

Students are encouraged to visit the school counseling office where the counselor is available to help with studying more effectively, recognizing strengths and weaknesses, determining schedule decisions, understanding self-awareness, getting along with others, and assisting with other problems which may arise. Pupils should feel free to discuss all matters of concern with the counselor.

There are many ways in which the counselor and students can get together. Arrangements can be made through requests by students, friends of students, parents or guardians, and/or the principal.

HARASSMENT

The Kiski Area School Board strives to provide and maintain a learning and working environment that is free from unlawful harassment. Neither student nor employee shall be subject to such harassment. It shall be a violation of this policy for any student to harass a student, an employee to harass a student, or an employee to harass another employee through conduct or communications of an unlawful nature as defined below.

The Board encourages students and employees who have been harassed to promptly report such incidents to the designated school employee. The Board directs that complaints of harassment shall be investigated promptly and corrective action be taken when allegations are verified.

The Board directs the administration to annually inform students, parents and employees that unlawful harassment will not be tolerated.

Definitions

The term harassment includes but is not limited to repeated, unwelcome and offensive slurs, jokes, or other verbal, graphic or physical conduct relating to an individual's race, color, religion, ancestry, gender, sexual orientation, national origin, age or handicap/disability that create an intimidating, hostile or offensive educational/working environment.

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

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

1. Submission to such conduct is made explicitly or implicitly a term or condition of a student's academic status, or an individual's continued employment.
2. Submission to or rejection of such conduct used as the basis for academic or employment decisions affecting the individual.
3. Such conduct deprives a student of educational aid, benefits, services or treatment.
4. Such conduct has the purpose or effect of substantially interfering with the student's school performance or creating an intimidating, hostile or offensive environment for the student or employee. Examples of sexual harassment include but are not 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, pinups, 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

The district shall annually inform students, staff, parents, independent contractors and volunteers that unlawful harassment of students will not be tolerated, by means of:

1. Publication in elementary and secondary handbooks
2. Presentation at secondary assemblies
3. Training sessions for employees
4. Posting of notices/signs
5. Distribution of written policy to all employees

The district shall provide training for students and staff concerning 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 fellow students and to ensure an atmosphere free from all forms of unlawful harassment.

Students shall be informed that they may choose to report harassment complaints to building principals, teachers, counselors, or the school nurse.

All employees who receive harassment complaints from a student shall report such to the building principal or immediate supervisor.

If the building principal or immediate supervisor is the subject of a complaint, the student/employee shall report the complaint directly to the Superintendent or designated administrator.

Guidelines

When a student/employee believes that s/he is being harassed, the student/employee should immediately inform the harasser that the behavior is unwelcome, offensive or inappropriate. If the unwelcome, offensive or inappropriate behavior continues, the student/employee shall follow the established complaint procedure.

Complaint Procedure for Students

1. Students shall report complaints of harassment, orally or in writing, to the building principal or a designated employee, who shall inform the students of their rights and of the complaint process.
2. The building principal immediately shall notify the Superintendent or other designated administrator and shall conduct an impartial thorough and confidential investigation of the alleged harassment. In determining whether alleged conduct constitutes harassment, the totality of the circumstances, nature of the conduct, and context in which the alleged conduct occurred shall be investigated.
3. The building principal shall prepare a written report summarizing the investigation and recommending disposition of the complaint. Copies of the report shall be provided to the complainant's parents/guardians, the accused, the Superintendent and others directly involved, as appropriate.
4. If the investigation results in a substantiated charge of harassment, the district shall take prompt corrective action to ensure the harassment ceases and will not recur.

Discipline for Students

A substantiated charge against district students shall subject such students to disciplinary action consistent with the Student Code of Conduct and may include educational activities and/or counseling services related to unlawful harassment. When it is concluded that students have made false accusations, such students shall be subject to disciplinary action, consistent with the Student Code of Conduct.

Appeal Procedure for Students

1. When the complainants or accused are not satisfied with the principal's decision, they may file a written appeal to the Superintendent.
2. The Superintendent shall review the initial investigation and report and may conduct a reasonable investigation and . (S)he shall prepare a written response to the appeal. Copies of the response shall be provided to the complainant's parents/guardians, the accused, building principal and others directly involved, as appropriate.

HEALTH SERVICES

School Nurse

The primary objective of the school nurse is to provide services to promote and maintain the health of students. Therefore, the school health services are designed to:

1. Assess the health status of pupils
2. Counsel pupils, parents/guardians, and others concerning assessment findings
3. Assist in the identification and education of children with disabilities
4. Help prevent and/or control disease
5. Provide emergency services for injury or sudden illness
6. Plan services which will provide a healthful environment
7. Adjust individual school programs to meet the needs of children with health problems
8. Maintain comprehensive health records for all students

The health assessment or the process of determining the total health status of students is provided by medical and dental exams, health screenings, past and present medical history provided by parents/guardians, and teacher and nurse observations. The Pennsylvania State School Health Law requires physical exams be done on original entry into school, and in the 6th and 11th grades. It also requires dental exams to be done in grades K or 1st, 3rd, and 7th. The grades selected represent critical periods of growth and development in students' lives. **Completed dental/physical exams or documentation of a scheduled exam date is to be returned to the nurse by September 14th.** Parents/guardians are urged to have the exams done by the family physician and dentist as this provides for continuity in students' medical and dental care. The school district does not assume financial responsibility for exams performed by private physicians and dentists.

Screenings

1. Students are weighed and measured annually in order to calculate the student's Basal Metabolic Index.
2. Vision is screened annually.
3. Hearing screenings are given to grades K, 1, 2, 3, 7, and 11. Students with a history of hearing loss are examined annually or as needed.
4. Scoliosis screenings are required in grades 6 and 7.

Parents/guardians are notified of any abnormal findings detected by the above exams/screenings by the nurse. **If your child is not to receive one of these exams/screenings, submit your opposition to the nurse in writing by September 12th.** In an attempt to secure corrections and improvement of health, the nurse will follow-up, encouraging parents/guardians to seek additional treatment as needed.

First Aid and Illness

In the event that an illness should occur during the school day, students should report to the nurse's office. The nurse will arrange an early dismissal in the event of an illness. (Please see "Attendance Policies"/"Early Dismissal Regulations" for regulations regarding early dismissals.) If students need to contact parents regarding illness, a phone is available for their use in the nurse's office with the nurse's permission. Regulations regarding the use of cell phones or other electronic devices to contact parents during the school day will be followed, even in the event of an illness. (Please see "Electronic Devices"). When it is determined by the nurse that students are displaying signs of a communicable disease or infectious condition, students will be excluded from school. (Please note, students must be fever-free for 24 hours without the assistance of medicine before returning to school.)

Medication in School

The following procedure will be followed when it becomes necessary for a student to take medication in school:

1. For both prescription and non-prescription medications, the parent/guardian will be required to present the prescribed medication in its original container, along with a written order from a physician. The label on any prescription medication should include the doctor's name, student's name, name and dose of the medication, and frequency and time the medication is to be administered. Nonprescription medication must be offered to the school nurse in the original container by the parent/guardian.
2. A completed [Medication Administration Consent form \(KASD 141a\)](#) must accompany all medications. A

new form needs to be submitted each school year.

3. It will be the responsibility of the school nurse to communicate with the parent/guardian on an ongoing basis as needed if a student is medicated for an entire year.
4. The school nurse will secure all medications in a safe place and only offer the student the correct dosage at the assigned time. The student will take his/her medication in the presence of the school nurse.
5. At no time should a student be in possession of any medication. The school may take disciplinary action with the student and his/her parent/guardian regarding this matter.
6. All medications will be discarded at the end of the school year by the school nurse if not retrieved by the parent/guardian.
7. **Any violation of this Medication Policy could be sufficient cause for the student to be suspended from school.**

The nurse may provide immediate, proper emergency care to students when needed but is limited to first aid treatment only. The nurse may advise the necessity for medical attention. The nurse may not diagnose and may never administer medication of any sort except by the direct order of a physician. **Also, since the school is to provide minor first aid treatment only for injuries at school, all injuries occurring at home or away from school should not be treated in school.**

No student thought to have a communicable disease or infectious condition shall be permitted to attend school. In certain cases, a physician's written permission will be required for readmission to school. Whenever an accident, illness, or suspected communicable disease necessitates that a child leave school, the parents/guardians, or other responsible person will be notified. At this time, the family is responsible for student transportation. Parents/guardians are to recognize and assume this responsibility.

Head Lice

Kiski Area School District will use best practices in the management of head lice:

1. A student who is found with an active head lice infestation and/or nits may remain in school and in class until the end of the day but will be discouraged from close, direct head-to-head contact with others.
2. The parent/guardian will be notified by telephone that their student has lice and that prompt, effective treatment is necessary before returning to school.
3. To prevent embarrassment or social stigma, the student's infestation will be kept confidential.
4. The student will be allowed to return to school after being treated and the student has no live lice found on inspection. The parent/guardian will be asked to complete a Verification of Treatment for Head Lice form upon the student's return to school. The school nurse will check the student before re-entering the classroom. If live lice are found, the student will be sent home.
5. Any absence beyond one day, relative to head lice, will be regarded as an unexcused absence unless accompanied by a physician's excuse.

Emergency Information

At the beginning of each school year, parents/guardians are to assume the responsibility of updating **emergency information on Skyward by the end of the first week of school**. This valuable information is necessary to provide early professional care and use of special treatment facilities, which may improve chances for survival and lessen severity.

Medical problems found as a result of any exams are recorded on students' health records. Teachers are notified regarding students who have conditions which might cause them to have difficulty in class. The school is vitally interested in the health status of every student. The constant objective is to maintain, protect, and when possible, improve the health of each individual student.

For more information regarding Health Services, please see the Nursing Website at [Kiski Area Nursing](#)

INTERNET POLICY

[Click here to view the KASD Internet Policy](#)

LOCKER GUIDELINES

A locker will be assigned to students by their homeroom teachers. Students are not permitted to change their locker assignments. Students should keep in their lockers all sweaters, jackets, coats, books, and supplies. Money, jewelry, i- Pod's, MP3 players, laptops, cell phones, electronic equipment, and other valuable personal items should not be brought to school. Students who do, do so at their own risk. Locker inspection/clean-out may be held periodically. Students are responsible for keeping their lockers clean and orderly. The school is not responsible for losses which may occur; however, all losses should be reported to the school office promptly. Students are reminded that lockers and desks are the property of the school and are provided for students' books, clothing, or other items necessary for use in school. The school has the right to check lockers and desks at any time for any misuse. Students should not assume rights of privacy in regards to school lockers and desks.

LOST AND DESTROYED SCHOOL PROPERTY

Charges for lost or destroyed books/school property are based on the original cost and age of the items; parents/guardians are responsible for payment. The cost of any school equipment or property which is lost or destroyed must be paid in full. Records will be detained if all obligations are not met.

LUNCH TIME REGULATIONS

1. Secondary students will not be permitted to leave the school grounds at lunch time.
2. Students may purchase lunch in the school cafeteria or carry a lunch from home.
3. Those students who bring their lunches but want to buy something additional in the cafeteria are expected to go through the line.
4. Students will not push ahead of others in the lunch line. Teachers will send violators to the rear of the line.
5. Students are urged to pass through the serving area as rapidly as possible.
6. Students are to observe good table manners.
7. Students should leave tables clean for the next lunch period. They should take all trays and silverware to the proper areas and dispose of trash in the provided trash cans.
8. Food and drink are not permitted to leave the cafeteria.
9. Lunch period should be a time of relaxation. Students should use it properly and wisely.
10. Students will be permitted to select their cafeteria seats during the first week of school. Students will then be required to remain in their selected seat throughout the year. Lunch monitors may reassign student seats for behavior issues or safety concerns. Students in violation of cafeteria rules will be sent immediately to lunch detention by a cafeteria monitor.

MEDIA CENTER

All students have the privilege of using the media center. Proper conduct is required in the media center at all times. All books and magazines borrowed from the media center must be charged to the students taking them out. Books may be borrowed for two weeks and renewed for another two weeks. Borrowers are responsible for all books charged to them. Overdue books will incur a (5) cent fine per day late.

MUSIC DEPARTMENT GUIDELINES

Participation in music classes/activities requires students to have guidelines and rules to follow so they can realize their fullest potential. Failure on the part of the students to follow these guidelines and rules will be interpreted to mean that they no longer wish to pursue the musical activity in which they are participating. Following are guidelines, rules and other information relative to participation in the Kiski Area music program.

Director's Prerogatives

1. selection, placement, and performance of personnel
2. rehearsal times, dates, and procedures with consideration for school regulations and policies
3. establishing and enforcing all guidelines and rules related to his/her activity

Use of School-Owned Equipment

The school district does not give away any equipment or supplies for permanent possession. Students must return all issued equipment. Lost, stolen or damaged equipment must be paid for by the students. Students may not keep or purchase any instrument, music, uniforms, robes, etc.

Student Responsibilities for Rotating Music Schedule

1. Know the lesson day and period by consulting your schedule
2. Students are expected to make up all missed classwork promptly; students are responsible to get assignments and prepare for the following day.
3. If necessary, notify the classroom teacher a day or more before your absence.
4. If a test or review is scheduled during the lesson time, report to the regular class. Complete a lesson excuse, and present it to the director as soon as possible.
5. Maintain passing grades in order to participate in the lesson program. Students should never leave a class to attend a lesson unless they have at least a "C" grade in the class.
6. Consult the director to schedule make-up lessons during guided study skills, enrichment period, or a time mutually agreed upon by both parties.

Classroom Policies for Rotating Music Schedule

1. Permit students to participate in this program without penalty for participation.
2. Permit students to make up work, just as though they had been legally absent from school the previous day.
3. Inform students as soon as possible about important tests/events that have been scheduled. In these instances, students must report to class instead of going to their lesson.

Music Director Responsibilities for Rotating Music Schedule

1. Remind students of scheduled lessons.
2. Remind students of classroom make-up responsibilities and monitor students' classroom performance.
3. Check lesson attendance carefully.

Challenging Rules

1. Challenging is consecutive from section to section.
2. Challenging is a "bump" within a section.
3. One week notice is given to both students and director and is required.
4. Time and place of the challenge is set by the director with agreement by both students.
5. A challenge between two students may occur once a week but no more than three times.
6. No challenging less than 30 days before a scheduled performance is permitted. The director reserves the right to deny challenges after a certain time in the year, especially if the end result means students will change ensembles or assigned parts.
7. All challenges will be performed in a "blind" or screened area and may include instructors that are unaffiliated with the students when possible.
8. Materials to be used in the challenge may include band music, etudes, scales, and sight reading.

PHILOSOPHY OF KISKI AREA SCHOOL DISTRICT

The primary aim of education in the Kiski Area School District is the fullest possible development of the individual so that he/she may live effectively in a democratic society. The secondary purposes are to supervise and encourage high standards of growth according to the physical, mental, moral, social and economic efficiencies of the student in conjunction with the home, the community, and religious institutions.

We see education as a part of our human culture. As we work to raise the quality of academic accomplishment, we accept the idea of adjustments in our curricular offerings and teaching methods to meet the varied possibilities and needs of our students. In dealing with the complex problems of our social and physical world, we emphasize scientific inquiry, respect for all values, and ability to think clearly and communicate effectively. As a staff, we share the obligations of guidance services which help the student understand himself/herself and live with varied occupational pursuits; therefore, we provide general and specialized courses to provide for economic and

educational success.

A close relationship between the school and the community should be maintained at all times so that students realize their civic and social duties, their economic demands, and their relationship to others. It is the purpose of our district to share with the community in the education of youth. The fullest development of the pupil depends upon continued growth of the student, the teacher, and the administration. This growth is fostered by proper preparation, continued education, and the use of those procedures which lead to the best teaching in the classroom.

It is the school district's role to provide a balanced curriculum with enough depth and breadth in each area to challenge every student commensurate with his/her interests and abilities. The success of the student in meeting the requirements of these areas should determine his/her advancement and promotion. The program is organized to provide activities for all who wish to participate with membership open to all qualified students. Each organization attempts to further develop in the students the three fundamentals of effective education: the furtherance of knowledge, the evaluation of ideals, and the establishment of acceptable habits of conduct.

It is the responsibility of the district to the community to provide continuing education, enrichment programs, and properly sponsored activities of youth. It is our belief that a program of general studies and special courses, coupled with good teaching, will yield both breadth and depth of knowledge and understanding. One of the greatest responsibilities in education today is to encourage curiosity and inquiry and to be mindful that imagination is as important as knowledge.

PRIVATE PROPERTY PROTECTION

The trading, bartering, or selling of personal items between students is prohibited as a means of protecting children from loss of property and personal belongings. Students are encouraged to put a lock on their assigned locker. Students who do so must give a spare key/combination to their homeroom teacher. Under no circumstances will the school district or its employees be held responsible for lost or stolen articles.

CARD PLAYING, GAMES, GAMBLING

Students are not permitted to gamble, play cards, computer games, or other games during the school day.

PUBLIC DISPLAYS OF AFFECTION

This is a public school to be used and enjoyed by all the students enrolled here. One of the objectives of the administration of this school is to teach the students a type of behavior that is socially acceptable. Therefore, we ask that all students refrain from holding hands, hugging, kissing, fondling, etc., while on the Intermediate School property. This type of behavior is not acceptable, and it is embarrassing to your fellow students and faculty. Public displays of affection do not give a favorable impression of our school to visitors and members of our community. Students who violate this policy will be subject to a discipline under Section 6A-15 of the Kiski Area School District Discipline Policy.

STUDENT ASSISTANCE PROGRAM

The Student Assistance Program (SAP) is a network of personnel, agencies, and programs designed to offer help to students at-risk of failing academically, socially, and/or in their personal interactions. A group of specially trained volunteers meet on a regular basis to discuss the needs of individual students and seek solutions. Students experiencing serious problems should approach one of these individuals for assistance. Strictest confidentiality is maintained unless, in the opinion of the professional, the student or others are in serious, immediate danger. The KAIS SAP Team consists of the following individuals:

Mr. Cardamone
Mr. Cortazzo
Ms. Claypool
Ms. Reynolds
Mrs. Rupert
Mrs. Shaffer
Ms. Drobka

Ms. L. Smith
Mr. Smouse
Mrs. Tritschler
Mrs. Valenti
Mr. Wilson
Officer Stephens

HOMELESS INFORMATION (McKINNEY-VENTO ACT)

Homeless Students

Under McKinney Vento all school districts are responsible for identifying students experiencing homelessness and connecting them with the resources needed to ensure academic success.

Who is considered homeless—Children or youth living in a shelter, transitional housing, hotel/motel, vehicle, campground, on the street or doubled up with friends or family due to a lack of alternate resources are considered homeless. An unaccompanied homeless youth is a child or youth that is not in the care of their parent or legal guardian and meets the definition of homeless under McKinney Vento.

Where can students experiencing homelessness attend school?—The law indicates that homeless students have the right to remain in their school of origin (the school they attended at the time of the homeless episode or last school attended) through the end of the school year in which they find permanent housing, provided it is in the child/youth's best interest.

Students shall not be discriminated against, segregated, nor stigmatized based on their status as homeless. To the extent feasible and in accordance with the student's best interest, a homeless student shall continue to be enrolled in their school of origin while they remain homeless or until the end of the academic year in which they obtain permanent housing. Parents/Guardians of a homeless student may request enrollment in the school in the attendance area where the student is actually living or other schools. If a student is unaccompanied by a parent/guardian, the Kiski Area School District Homeless Liaison will consider the views of the students in determining where they will be enrolled.

What supports can school districts provide to homeless students?—Homeless students are eligible for supports and services to remove barriers to educational success. This may include transportation to the school of origin, free meals, referrals to physical/mental health providers, clothing to meet school requirements, access to school supplies and resources, assistance with credit recovery, tutoring supports, expedited evaluations and assistance to participate in school activities including parent engagement opportunities, sports, club, etc.

Homeless Dispute Process—If there is a disagreement about homeless status or best interest for school placement, the district will notify the family in writing of their determination that the family/unaccompanied youth is ineligible for McKinney Vento services. At this time, the district will provide the family/unaccompanied youth with the ability to dispute their determination. Throughout the dispute process, the child/youth, including unaccompanied youth, will continue to be educated in the school of origin or immediately enrolled in the school they are seeking enrollment in until the dispute process is finalized. Transportation will continue throughout the dispute process. All disputes will be sent to the ECYEH Regional Coordinator who will issue a determination. If any party is unhappy with the determination, they can elevate the dispute to the state coordinator.

What if I think that I am eligible for services under McKinney Vento?—Please contact the Homeless Liaison, Mr. Darren Kennedy at 724-842-0463.

Resources:

Westmoreland County Housing Authority- 724-832-7248

Westmoreland Non-Profit Housing Corp. Eastmont Estates site- 724-838-0818

Westmoreland County Department of Public Assistance- 724-832-5200

PA CareerLink Employment Services- 724-755-2330

Westmoreland Community Action -Next Step Housing Program 724-834-1260

Referral Line- PA 211 Southwest- 1-800-222-8848

Westmoreland County Food Bank- 724-468-8660

Alle-Kiski HOPE Center- 888-299-4673 (<http://www.akhopecenter.org/>)

The following numbers may be able to assist with first month's rent and/or security deposit:

Westmoreland County Housing Authority- 724-832-7248

Catholic Charities- 724-837-1840

Salvation Army- 724-834-3335

SCHEDULING FOR 8th GRADE

All eighth grade students are required to take the following subjects: English Language Arts, Social Studies, Math, Science, Physical Education and Health. Spanish I and Chinese I will be offered as electives to eighth grade students; however, due to section and class size limitations, academic achievement will be considered when scheduling students for these courses.

SCHOOL PICTURES

Student pictures are taken each year and may be purchased by the parents if they so desire. These pictures are also used for the student yearbook and the cafeteria point of sale system.

TECHNOLOGY

KAIS 1:1 Initiative

(Update expected 8.24.23)

Use of Technology

The Kiski Area School District purchases equipment and materials for the legitimate use of students and staff. Legitimate use implies any use that contributes to approved educational goals of our students.

Software/Programs

Copyright and licensing is a special problem in the use of prepared programs. It is specific Kiski Area School District Policy that neither students nor staff may copy programs on/from district equipment without specific licensing/copyright clearance. In the case of computers, software that was not purchased by the district may not be loaded on district owned computers.

Internet Usage

The Kiski Area School District believes that technology is a tool to be used by students and staff for educational purposes, providing a vast array of information and resources enhancing scholarly research. The District has taken extensive precautions to filter out inappropriate programs found on the Internet, while fully recognizing that no

blocking system is foolproof. A stringent policy for Internet access, including disciplinary regulations governing abuse of these privileges, is being enforced.

All students will have supervised access to electronic resources, which may include the Internet, unless parents request otherwise by notifying their child's building principal, in writing, by the last Friday of September each year.

Abuse of Technology

Due to the expense and complexity of technology, special consideration must be given to intentional abuse. Damage to equipment includes sabotage of network and/or computer software. The section, Defacing, Injuring or Destroying School Property as found in the Student Handbook shall apply. In addition, students will be held liable for the full cost of repairs. Failure to pay for repairs will be handled as specified in the "Care of Building" section of the Student Handbook. Students may also lose access privileges.

Students found guilty of using technology facilities for non-approved purposes will lose access to that facility and face possible disciplinary action and prosecution under State and Federal law where applicable. A non-approved purpose is defined as any use that is not in keeping with the goals of the class project for which students are using the facility and/or not in keeping with the access policy for that facility. As a result of the first violation, students will lose access for the remainder of the school year. A second violation will result in permanent loss of access. Students should be aware of the consequences loss of access can have on the grade for the project.

TESTING PROGRAM

In accordance with the recommendations of the Superintendent of Schools and the approval of the Board of Education a district-wide testing program has been designed to provide information concerning proficiency of all children in the district on standardized tests of academic achievement and aptitude.

The purpose of testing is to acquire accurate and dependable information about your child. Standardized tests compare the level of achievement of your child with national averages. They also show the rate of progress from year to year for each child. This information is used to identify strengths and weaknesses in students so that the educational program can be made more appropriate for them. It is also used to evaluate the curriculum and the entire educational program.

When there is an apparent need for special individual testing, a test is administered by a certified public school psychologist. Counselors usually make the referrals to the psychologist, but a parental request may initiate screening procedures.

The following list includes tests which may be given to your child during his/her secondary school years:

<u>Grade</u>	<u>Test</u>	<u>Purpose</u>
7-8	PSSA Reading & Math	Achievement Assessment
8	PSSA Science	Achievement Assessment
7-8	Keystone Exams	Algebra I Achievement Assessment
7-8	STAR	ELA, Science, and Math Progress
7-8	Presidential Fitness Testing	Physical Fitness Test

WITHDRAWING FROM A CLASS

Due to state and federal requirements, students may not be withdrawn from classes once the school year begins. If it is felt that there are extenuating circumstances that would dictate students' withdrawal or class change, notify the building principal in writing. Requests are reviewed on case-by-case basis. All requests are at the principal's discretion and decisions are final.

FLOOR PLAN

[KAIS Floor Plan](#)

SCHOOL CALENDAR 2024-2025

[Link to 2024-2025 PDF](#)

DISTRICT DIRECTORY



BOARD OF DIRECTORS

Becky Culp	Melissa Kowalkowski	John Shaner
Amy Halter	Dawn Mellinger	Kathleen L. Snyder
Nicole M. Kamer	Jenna Rowe (Vice President)	Todd A. Sterlitz (President)

Secretary of the Board: Richard Liberto

Treasurer: First National Bank

Solicitor: Ronald Repak

District Administrators

Superintendent of Schools.....	Dr. Jason Lohr	724-842-0454
Assistant to the Superintendent for K-12 Educaiton and School Safety	Dr. Chad Roland	724-842-0453
Assistant to the Superintendent for Finance and Operations.....	Mr. Richard Liberto	724-842-0451
Athletic Director.....	Mr. John Peterman	724-842-0437
Director of Special Education and Student Services	Mr. Darren Kennedy	724-845-0452
Director of Curriculum and Instruction/Federal Programs...	Mrs. Emily Mather	724-845-2022
Director of Curriculum 7-12.....	Mr. Brian Swartzlander	724-845-2022
Director of Information Technology.....	Mr. Eric S. Vaughn	724-842-0402
Director of Transportation.....	Mrs. Julie Hansen	724-845-2022
Director of Technology and Innovation	Mr. Dan Smith	724-845-2022

High School Principals

Principal.....	Mr. Matt Smith	724-845-8181
Assistant Principal.....	Mrs. Alicia Szarek	724-845-8181
Assistant Principal.....	Mr. Braden Hoffer	724-845-8181

Intermediate School Principals

Principal.....	Mr. Michael Cardamone	724-845-2219
Assistant Principal.....	Mr. John Cortazzo	724-845-2219

Elementary Principals

Upper Elementary Principal.....	Kellie-Ann Maute'	724-727-3421
Upper Elementary Assistant Principal.....	Mrs. Maggie Nicholas	724-727-3421
Kiski Area North Primary.....	Mrs. Christine Ross	724-845-2032
Kiski Area South Primary.....	Dr. Brian Kutchak	724-327-4057
Kiski Area East Primary.....	Dr. R. Patrick Marchand	724-567-6706

Supervisors

Maintenance.....	Mr. Josiah Apperson	724-568-3418
Food Service Director.....	Mrs. Jaclyn Walker	724-842-0466

KISKI AREA PURPOSE

Ensure that every child is learning at the highest level he or she ever has.

KISKI AREA VISION

To be a premier school district in the United States

Districtwide proficiency in Literacy, Mathematics, and Science (90/90/90)

KISKI AREA DISTRICT GOALS

We will help all students successfully complete every course and every grade level, and demonstrate proficiency on local, state, and national assessments.

We will eliminate the gaps in student achievement that are connected to race, socioeconomic status, and gender.

We will increase the number of students who have access to and succeed in the most rigorous curriculum offered.

KISKI AREA SCHOOL GOALS

Create a system within the district that fully ensures consistent implementation of a standards aligned curriculum framework across all classrooms for all students.

Create a system within the district that fully ensures consistent implementation of effective instructional practices that meet the needs of all students across all classrooms and aligns with the PA framework for teaching.



KISKI AREA ALMA MATER

Hail to thee, O Kiski High;
We pledge allegiance true.
May our colors be remembered,
Gold, the white & navy blue.
As the students of this high school,
We will always sing thy praise.
Loud and clearly hear our voices
Telling of our high school days.
As the graduating class we promise to uphold
All the standards and ideals,
That we'll never let grow old.
Time has come for us to leave now,
Loving sadness fills our hearts.
Slowly now we turn away,
Sad, but proudly we depart.
Thru thy friendly halls we pass,
Thinking not of what's to be.
Knowing not in years to follow,
Many thoughts will turn to thee.
In thy buildings memories linger,
Happy thoughts of days gone by,
Days we'd like to live all over,
Days at dear old Kiski High.

CAVALIER SONG

Cavaliers so royal, noble sons and loyal
Fight, fight, fight for Kiski High!
Men so bold and daring, none to your comparing,
Fight, fight, fight for Kiski High!
As in days of yore we fought each duel
Fight once more, bring honor to our school.
Other teams must fear you
And we all will cheer you
Fight, fight, fight for Kiski High!

HAIL TO THE VARSITY

Hail to the varsity
Cheer them along their way
Onward to victory
May we win again today.
Let's give a cheer for the varsity
Long may they live supreme.
Hail to the varsity
And the glory of our team.