



## **Northgate Middle School**

589 Union Avenue  
Pittsburgh, PA 15202  
412-732-3300

*Mr. R.J. Long, Principal  
Mrs. Stacy Gallagher, School Counselor*

August 3, 2022

Dear Northgate Middle School Students & Families,

We hope that this letter finds you all healthy and enjoying this beautiful summer weather! It has been a busy summer for us with lots of planning for a successful start to the new school year. We hope you enjoy the remainder of your summer and we can't wait to see you at our **Welcome Back Night on Monday, August 15 from 6:30 - 8:00 PM**. The program will start at 6:30 in the MS/HS Auditorium. Students will then receive their schedules and be able to move throughout the building to find their classrooms and locker.

The **first day of classes will take place on Thursday, August 25th. Mrs. Stacy Gallagher will be the guidance counselor for all middle school students in grades 7 & 8.** After you receive your schedule at Welcome Back Night, please contact Mrs. Gallagher with any questions about your schedule. Please note that a lot of time is spent on balancing classes, and we have only one subject area teacher in each grade level, so change requests cannot always be accommodated.

This year we will be running a new schedule in our middle school that will increase instructional time in classes, decrease transitions for students, and offer time for intervention, remediation and enrichment for all students. This time will be called "Focus Period" on student schedules. We firmly believe that our duty is to care about and foster the social, emotional, and academic success of each child, and we will be working our hardest to help every student achieve their goals. The middle school bell schedule can be found on page two of this letter, but should you have any questions, please feel free to contact me.

The district will also have planned **2 hour delay starts for students on the following dates: September 28, 2022. February 8, 2023. March 15, 2023.** On these days, students will follow the 2 hour delay schedule on page two of this letter, with a school start time of 10:05 AM. Please mark your calendars to plan ahead for these changes.

Please read through all of this information in this mailing carefully, including updates about lunches and the new district technology fee. We encourage you to visit our website at [www.northgatesd.net](http://www.northgatesd.net) for the most updated information including our student handbook. If you have any questions, please call me. I'm always here to listen and engage in meaningful, productive conversations: 412-732-3300.

Sincerely,

R.J. Long  
rj.long@northgatesd.net  
Northgate Middle School Principal

## Student Email

- **It is vital that students are checking their @northgatesd.net email. Administrators and faculty will be emailing information to these email addresses regularly.** Students will also use this email address to log into a variety of sites and applications. Student email addresses were changed to [firstname.lastname@northgatesd.net](mailto:firstname.lastname@northgatesd.net) at the end of last school year. If you do not know your email address or you forgot your password, please email Mr. Long or Mrs. Gallagher.

## School Hours & Bell Schedule

- The doors at the **MS/HS building will open at 7:45 am.** *Students arriving between 7:45 and 8:04 should report directly to the cafeteria to take advantage of our free breakfast program.* The start of the school day will begin at **8:05 am** and end at **3:12 pm.** **Students arriving after 8:05 am will be marked tardy.**

## Middle School Bell Schedule

<b>2022-2023 Middle School Bell Schedule</b>		
Period 1	8:05 - 8:22 (17)	HR/Advisory
Period 2	8:26 - 9:22 (56)	Core Academic Class 1
Period 3	9:26-10:06 (40)	FOCUS PERIOD
Period 4	10:10-11:06 (56)	Core Academic Class 2
Period 5	11:10-11:44 (34)	Lunch
Period 6	11:48 - 12:44 (56)	Core Academic Class 3
Period 7	12:48 - 1:44 (56)	Core Academic Class 4
Period 8	1:48 - 2:28 (40)	Exploratory Rotation 1
Period 9	2:32 - 3:12 (40)	Exploratory Rotation 2
<b>2 Hour Delay Bell Schedule</b>		
Period 1	10:05-10:15 (10)	HR/Advisory
Period 2	10:19-11:15 (56)	Core Academic Class 1
Period 5	11:18-11:48 (30)	Lunch
Period 4	11:52-12:48 (56)	Core Academic Class 2
Period 6	12:52-1:48 (56)	Core Academic Class 3
Period 7	1:52-2:48 (56)	Core Academic Class 4
Period 1	2:52-3:12 (20)	Advisory

## Attendance

- Daily attendance is expected; however, we understand that illness and other unfortunate events may occur during the school year. If your student needs to be kept home from school, please adhere to the following guidelines.

## Parent Notification of Student Absences

- When a student is recorded as being absent from homeroom, an automated call to the parent or guardian is generated to inform you of your student's attendance status. An email will also be sent to the email address on file. A written excuse is expected to accompany your child upon their arrival to school from an absence.
- **Absences shall be treated as unexcused until the district receives a written excuse explaining the absence, to be submitted within 10 days of the absence.** Excuse forms can be found on the district website and in the main office.
- When a student has acquired (3) unexcused absences will receive a letter notifying them of the number of unexcused absences. If a student acquires (6) unexcused absences, a truancy prevention meeting will be set up and communicated via letter to the student's parents. **A student who has accumulated (10) unexcused absences will be cited at the local magistrate.**
- A maximum of ten (10) days of cumulative lawful absences verified by parental notification shall be permitted during a school year. All absences beyond ten (10) cumulative days shall require an excuse from a licensed practitioner of the healing arts.
- Parents/Guardians and students are strongly encouraged to make personal appointments for before or after school hours since being dismissed early from school can cause a disruption to the educational process. A written request from the parent/guardian that includes the time, date, and reason for the request must be submitted to the Middle School/High School Attendance Office no later than 9:00 am on the day of early dismissal. Students enrolled in and attending A.W. Beattie Career Center must submit early dismissal requests upon arrival. In exceptional circumstances, prior written notice may be waived provided the parent/guardian personally appears at the school to request the student's release.
- For purposes of this policy, the following conditions or situations constitute valid early dismissal requests:
  1. Illness, including if a student is dismissed by designated district staff during school hours for health-related reasons.
  2. Obtaining professional health care or therapy service rendered by a licensed practitioner of the healing arts in any state, commonwealth or territory.
  3. Quarantine.
  4. Family emergency.
  5. Recovery from an accident.
  6. Required court attendance.
  7. Death in the family.
  8. Participation in a project sponsored by a statewide or countywide 4-H, FFA or combined 4-H and FFA group, upon prior written request.
  9. Observance of a religious holiday observed by a bona fide religious group, upon prior

written parental request.

10. Non school-sponsored educational tours or trips, if the following conditions are met:
  - a. The parent/guardian submits a written request for excusal prior to the early dismissal.
  - b. The student's participation has been approved by the Superintendent or designee.
  - c. The adult directing and supervising the tour or trip is acceptable to the parents/guardians and the Superintendent.
11. College or postsecondary institution visit, with prior approval.
12. Other urgent reasons. Urgent reasons shall be strictly construed and do not permit irregular attendance.

**Please email Mrs. Shamonsky in the attendance office at [eileen.shamonsky@northgatesd.net](mailto:eileen.shamonsky@northgatesd.net) if you have questions about attendance or early dismissals.**

### **Parent Information System**

- Parent Portal is the information system used in the Northgate School District. Parent Portal is an excellent and secure way for parents and guardians to stay in contact with their student's teachers and monitor academic progress and attendance. If you have any questions regarding login information, please contact the main office at 412-732-3300 – ext. 1012. A link to Parent Portal is located on the District's website on the Parent Resource page and we encourage you to utilize this service. Please note that your username and password are case sensitive. Students can also log in to view their grades, and they will be doing so regularly in their advisories.
- *To access the parent portal directly visit: <https://northgatesd.powerschool.com/public>.*

### **PowerAnnouncement**

- PowerAnnouncement allows the Northgate School District to send messages using email, voice, and text messaging. PowerAnnouncement is integrated with your existing PowerSchool Account. If you log-on to the Northgate PowerSchool Portal you will see a link for "Power Announcement." If you click the link, you will be able to view and update all of the contact information the District has for you. To guarantee the messaging system is used efficiently, you will need to make sure your contact information is accurate and up-to-date at all times **.If your mailing address, email address or telephone number has changed since the last school year, please notify Diane Burns at 412-732-3300 – ext. 1012 or [diane.burns@northgatesd.net](mailto:diane.burns@northgatesd.net).**
- You will also be able to choose your communication preferences based on message category, such as School Closures or Student Bulletins, and message type (email, voice and/or text message). To receive text messages, you must go to Preferences by Message Type and check the box next to contact me using Text Messaging. By default, phone calls and email are chosen. You will receive messages to every contact field shown and every message category that has all three message types chosen. Please be sure to set your unique preferences if there are any numbers or addresses you do not like to be contacted at. You may opt-out of any message category except for Emergency Messages.

## 7th Grade Supply List

<b>Reading:</b> Binder or Single Folder, Single Subject Notebook	<b>Social Studies:</b> Single Subject Notebook
<b>Science:</b> Single Folder	<b>Math:</b> Single Subject Notebook
<b>General Supplies:</b> #2 pencils or pens, headphones or earbuds, mouse for Chromebook	

## 8th Grade Supply List

<b>General Supplies:</b> #2 pencils or pens, headphones or earbuds, mouse for Chromebook
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### Student-Athlete Accident Insurance

- Students participating in the Northgate School District interscholastic athletic, band and cheerleading programs are covered by an accident insurance policy purchased by the District. This policy is excess, providing coverage secondary to parents' own insurance. The policy is strictly an accident policy. There are no benefits for illness, disease, blisters, etc. Treatment for accidents must commence within 90 days of an injury. Claim forms are available in the nurse's office and must be filed within 90 days of the injury.

### Pennsylvania's Children's Health Insurance Program

- Health Coverage for your child is well within reach with Pennsylvania's Children's Health Insurance Program (CHIP). CHIP covers: Routine check-ups; Prescriptions; Hospitalization; Dental; Eye Care; Eyeglasses; Behavioral Care; Specialty Care, and more. CHIP covers uninsured kids up to age 19 in Pennsylvania. It doesn't matter why your kids don't have health coverage right now; CHIP may be able to help. Most kids receive CHIP for free. Others can get the same benefits at a low cost. CHIP is brought to you by leading health insurance companies who offer quality, comprehensive coverage. If your income is below CHIP guidelines, your child may be enrolled in Medical Assistance. For more information or to apply or renew, please visit [CHIPcoversPAkids.com](http://CHIPcoversPAkids.com) or call 1-800-986-KIDS.

### Use of Student Photos, Interviews for Publicity

- Individual and/or group interviews, photographs or videotapes of students may be taken during the school year for use in school district publications, on the Internet or by the local media. This publicity provides the community with school information. Northgate also facilitates positive media publicity by arranging for interviews and/or photographs of students. If you prefer that your child's photograph not appear in these publications or that your child not be interviewed for publicity purposes, please notify your child's building Principal in writing at the beginning of each school year or within 15 days of this notice.

### Useful Contact Information

A full staff directory can be found at northgatesd.net.

Mr. R.J. Long  
High School Principal  
412-732-3300 – ext. 1850  
nicole.smith@northgatesd.net

Ms. Michelle Watkins  
School Nurse  
412-732-3300 – ext. 1020  
michelle.watkinsi@northgatesd.net

Mrs. Amy Pizzica  
Building Secretary  
412-732-3300 – ext. 1001  
amy.pizzica@northgatesd.net

Mrs. Diane Burns  
Guidance Secretary  
412-732-3300 - ext. 1012  
diane.burns@northgatesd.net

Mrs. Eileen Shamonsky  
Attendance Officer/Athletic Secretary  
412-732-3300 – ext. 1000  
eileen.shamonsky@northgatesd.net

Mrs. Stacy Gallagher  
Guidance Counselor, Grades 7-8  
stacy.gallagher@northgatesd.net  
412-732-3300 – ext. 1014

### **Compliance Statement**

The Northgate School District will not discriminate in its education programs, activities, or employment practices, based on race, color, national origin, sex, disability, age, religion, ancestry or any other legally protected classification. Announcement of this policy is in accordance with state and federal laws, including Title VI of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, SEctions 503 and 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and the Americans with Disabilities Act of 1990. For information regarding grievances procedures, services, activities, programs, and facilities that are accessible to and usable by handicapped persons or, for inquiries regarding compliance with the above nondiscriminatory policies, please contact the Coordinator of Special Services, 591 Union Ave., Pittsburgh, PA 15202 or via phone at 412-732-3300 – ext. 2000. The Northgate School District will make reasonable accommodations to its programs and services to assure access to all persons. If because of a disability, you require an accommodation, please contact the Coordinator of Special Services/Americans with Disabilities Act Coordinator via phone at 412-732-3300 – ext. 2000.

### **Child/Student Abuse Policy 806**

- The Northgate School District takes the reporting of child/student abuse seriously. Policy 806 is posted on the District website for reference of this important matter.

### **Suicide Prevention Policy 819**

- The Northgate School District has posted on the District website Policy 819 on Suicide Awareness, Prevention and Response.



# Northgate School District

Administrative Center | 591 Union Avenue, Pittsburgh, PA 15202  
412-732-3300 | northgatesd.net

Dear Northgate Families,

A technology fee for families has been implemented for the 2022-2023 school year. This fee is to help cover growing costs of repair and replacement of the technology devices that our students make use of every day, including but not limited to our students' one-to-one devices. The fee is as follows:

- \$25 for the first student per family
- \$10 for each additional student
- \$45 maximum per family

Families that are economically disadvantaged, as defined by the state, will pay a reduced fee as follows:

- \$15 for the first student per family
- \$5 for each additional student
- \$25 maximum per family

This fee may be paid via cash, check, or credit card. Payments may be made in the school offices or at <https://payschoolscentral.com/>. *Payments made by credit card will incur a processing fee of up to 4.5% that will be added to the final total.*

## Coverage

This fee covers the Northgate School District device loaned to the student and any devices loaned to a student, other than daily loaners, against some incidents of accidental damage. The following items are **NOT** covered.

- Loss or theft of a device
- Damage caused by negligence including but not limited to leaving the device outside or in an automobile, immersion in liquid, any type of damage caused by food or liquid, damage caused by pets, rough or inappropriate handling, etc.
- Intentional misuse of one's own or a peer's device
- More than one accidental incident, including but not limited to more than one broken screen or keyboard
- Loss or damage to a power adapter/cord

It is agreed and understood that if damages are incurred or a device is lost or stolen, the building principal will investigate the circumstances that led to the damage or loss and provide this information to the technology department. This information will be taken into consideration by the technology department along with a visual and physical inspection of the equipment if applicable. A determination will then be made if damages were due to negligence or were accidental in nature and to determine the cost to repair or replace the device and assess such charges.

During the 2022-2023 school year the Board/Administration Technology Committee will review all cases where costs of damage are to be incurred by the student. If a student/family feels they have been improperly assessed a fee, they will be provided an opportunity to appeal to the Superintendent.

Students must clear all device fees before participating in graduation. Students will not be issued a new device to use outside of school until all fees are satisfied or the family has entered into an approved payment plan with the school district. The principal will review all damages determined to be from misuse or negligence and will assess the student's continued privilege of taking the device to and from school for students in grades 6 through 12.

### **Device Coverage and Expiration**

This coverage is effective from the date the student's use agreement and payment are received by the school through the date when the device is to be returned in good working condition to the school or at least by the end of the current school year. This fee is non-refundable. If a student's device is not returned they will incur a charge as if the device was lost or stolen. **If this fee is not paid any and all damages will be charged in full to the student's account.**

The current repair or replacement costs for the 2022-2023 school year are as follows:

- Chromebook or iPad Charger \$35
- Device Replacement \$300
- Trackpad \$79.00
- Keyboard \$79.00
- Webcam \$79.00
- I/O board repair \$79.00
- Bottom Cover/Top Cover/Hinge(left or right)/Bezel \$79.00 per part
- Sensor Cable/Sensor Board \$79.00
- Palmrest \$99.00 (with no other repairs)
- Screen \$99.00
- Palmrest \$109.00 (with additional repairs)
- Motherboard \$169.99



# Northgate Middle/High School

589 Union Avenue, Pittsburgh, PA 15202  
412-732-3300 | northgatesd.net

7/26/22

Dear Parent or Guardian:

We are pleased to inform you that Northgate School District will be once again participating in the Community Eligibility Provision (CEP) in the 2022-2023 school year. This program is available to schools and districts that are participating in the National School Lunch and School Breakfast Programs.

All enrolled students of Northgate School District are eligible to receive a nutritional breakfast and lunch each school day at **no charge** to your household.

No further action is required of you. Your child(ren) will be able to participate in these meal programs without paying a fee or submitting an application.

If we can be of any further assistance, please contact us at 412-732-3300 x1001.

Sincerely,

Amy Pizzica

Office Secretary

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In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, (AD-3027) found online at: <https://www.ascr.usda.gov/filing-program-discrimination-complaint-usda-customer>, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- (1) mail: U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410;
- (2) fax: (202) 690-7442; or
- (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

This institution is an equal opportunity provider.