



PENN-DELCO
SCHOOL DISTRICT



STUDENT & FAMILY HANDBOOK

2024-2025



Sun Valley High School Student and Family Handbook

Penn Delco School District

2881 Pancoast Avenue. Aston, PA 19014

610-497-6300 ext. 2400

Sun Valley High School Website

pdsd.org/svhs

Penn Delco SD Website

pdsd.org

Administration:

Superintendent: Dr. George Steinhoff

Assistant Superintendent: Dr. Eric Kuminka

Principal: John Paul Roskos

Assistant Principal: Dr. Linda Giles

Assistant Principal: Joseph Peleckis

Athletic Director: Patrick Rafferty

Purpose:

The purpose of the Penn-Delco School District is Education, Service, and Leadership.

Mission Statement:

The mission of the Penn-Delco School District is to enable all students to achieve, succeed, and excel.

- Achieve at least a year of academic growth in a year's time
- Succeed at mastering *Ready for Life* skills
- Excel in the pursuit of a personal interest or talent

Vision:

We envision a district-wide culture committed to ensuring that all graduates are *Ready for Life*: prepared and capable of making a positive contribution to society.

Sun Valley High School Core Expectations:

- Respectful
- Responsible
- Ready

Sun Valley High School Core Values:

- Perseverance
- Responsibility
- Integrity
- Determination
- Expect Greatness

Five Core Ready for Life Competencies

- Character
- Critical Thinking
- Communication
- Collaboration
- Creativity

Alma Mater

Knowledge, truth and honor,
May our motto always be.

And to thee Sun Valley High School,
Blue and Gold, we shall love thee.

And through the years we'll look back to you,
A light that never shall grow dim.

A guiding hand you will always be,
And we shall be true to thee.

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Section I - General Information

School Year Calendar- District

JULY 2024						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
Teacher Days - 0			Student Days - 0			
AUGUST 2024						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
Teacher Days - 3			Student Days - 0			
SEPTEMBER 2024						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
Teacher Days - 20			Student Days - 20			
OCTOBER 2024						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
Teacher Days - 23			Student Days - 22			
NOVEMBER 2024						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
Teacher Days - 19			Student Days - 17			
DECEMBER 2024						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
Teacher Days - 15			Student Days - 15			



Penn-Delco School District 2024-2025 Instructional Calendar

JUL 4-5	District Holiday	All Buildings Closed
AUG 20-21	New Teacher Induction	
AUG 27-29	Teacher In-Service (Act 80)	No Students K-12
AUG 30	Offices Open/No School	No Students K-12
SEP 2	District Holiday	All Buildings Closed
SEP 3	First Day of School	
SEPT 27	½ Day Teacher In-Service (Act 80)	½ Day Students K-12
OCT 9	½ Day Teacher In-Service (Act 80)	½ Day Students K-12
OCT 18	Teacher In-Service (Act 80)	No Students K-12
NOV 4-5	Teacher In-Service (Act 80)	No Students K-12
NOV 25-26	½ Day Teacher In-service (Act 80) Parent Conferences	½ Day Students K-8
NOV 27	½ Day Students	½ Day Students K-12
NOV 28-29	District Holiday	All Buildings Closed
DEC 20	½ Day Teacher In-Service (Act 80)	½ Day Students K-12
DEC 23	Offices Open/No School	No Students K-12
DEC 24-27	District Holiday	All Buildings Closed
DEC 30	Offices Open/No School	No Students K-12
DEC 31 - JAN 1	District Holiday	All Buildings Closed
JAN 17	½ Day Teacher In-Service (Act 80)	½ Day Students K-12
JAN 20	District Holiday	All Buildings Closed
FEB 14	½ Day Teacher In-Service (Act 80)	½ Day Students K-12
FEB 17	District Holiday	All Buildings Closed
MAR 13-14	½ Day Teacher In-Service (Act 80) Parent Conferences	½ Day Students K-5
MAR 17	Teacher In-Service (Act 80)	No Students K-12
APR 14-17	Offices Open/No School	No Students K-12
APR 18	District Holiday	All Buildings Closed
APR 21	Teacher In-Service (Act 80)	Flex Day
MAY 9	½ Day Teacher In-Service (Act 80)	½ Day Students K-12
MAY 20	Teacher In-Service (Act 80)	No Students K-12
MAY 23	½ Day Teacher In-Service (Act 80)	½ Day Students K-12
MAY 26	District Holiday	All Buildings Closed
JUN 13	Last Student Day ½ Day Teacher In-Service (Act 80)	½ Day Students K-12
JUN 16-17	Teacher In-Service	No Students K-12
JUN 19	District Holiday	All Buildings Closed
PSSA Testing Window		
ELA: April 21 - 25, 2025		
Math, Science & Make-Ups: April 28 - May 2, 2025		
Keystone Testing Window		
Winter Wave 1: December 4 - 18, 2024		
Winter Wave 2: January 6 - 17, 2025		
Spring: May 12 - 23, 2025		
Summer: July 28 - August 1, 2025		

JANUARY 2025						
S	M	T	W	T	F	S
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
Teacher Days - 21			Student Days - 21			
FEBRUARY 2025						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	
Teacher Days - 19			Student Days - 19			
MARCH 2025						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					
Teacher Days - 21			Student Days - 20			
APRIL 2025						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			
Teacher Days - 17			Student Days - 16			
MAY 2025						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
Teacher Days - 21			Student Days - 20			
JUNE 2025						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
Teacher Days - 12			Student Days - 10			
Total Teacher Days - 191						
Total Student Days - 180						

 District Holiday
 K-12 Full-Day Teacher In-Service
 ½ day Teacher In-Service
 Offices Open/No School
 Parent Conferences
 ½ Day

School Year Calendar- SVHS and Delaware County Technical School

<u>Dates</u>	<u>Start Time</u>	<u>Event Title</u>	<u>Location</u>
<u>08/30/24</u>		<u>Offices Open- No School</u>	<u>SVHS</u>
<u>09/02/24</u>		<u>District Holiday- Offices Closed</u>	
<u>09/03/24</u>		<u>First Marking Period Begins</u>	<u>SVHS</u>
<u>09/03/24</u>	<u>7:30 AM</u>	<u>First Day of School- 9th Grade Only</u>	<u>SVHS</u>
<u>09/03/24</u>		<u>First Day of School for Tech Students</u>	<u>DCTS</u>
<u>09/04/24</u>	<u>7:30 AM</u>	<u>First Day of School- All Grades</u>	<u>SVHS</u>
<u>09/05/24</u>	<u>7:30 AM</u>	<u>Picture Day</u>	<u>SVHS Gym</u>
<u>09/05/24</u>	<u>7:30 AM</u>	<u>Senior Portraits</u>	<u>SVHS Auditorium</u>
<u>09/09/24</u>	<u>7:30 AM</u>	<u>Additional Senior Portraits</u>	<u>SVHS Auditorium</u>
<u>09/09/24</u>		<u>Class Ring Orders at all lunches</u>	<u>SVHS</u>
<u>09/10 - 10/01</u>		<u>Algebra I - CDT Testing (Fall)</u>	<u>SVHS</u>
<u>09/10 - 10/01</u>		<u>Biology CDT Testing (Fall)</u>	<u>SVHS</u>
<u>09/10 - 10/01</u>		<u>Literature CDT Testing (Fall)</u>	<u>SVHS</u>
<u>09/17/24</u>	<u>6:00 PM</u>	<u>Back to School Night</u>	
<u>09/18/24</u>	<u>5:30</u>	<u>SVHS PTL Meeting</u>	<u>ZOOM</u>
<u>09/18/24</u>	<u>7:30 PM</u>	<u>School Board Study Session</u>	<u>PDSD Service Center</u>
<u>09/25/24</u>	<u>7:30 PM</u>	<u>School Board Meeting</u>	<u>PDSD Service Center</u>
<u>09/26/24</u>	<u>7:30</u>	<u>ASVAB Exam</u>	<u>SVHS MIC</u>
<u>09/27/24</u>		<u>Half-Day - Teacher Inservice - 10:15 dismissal</u>	
<u>10/04/24</u>		<u>Student Services - Seniors Cap/Gown Orders</u>	<u>SVHS Lunches</u>
<u>10/05/24</u>	<u>7:30 AM</u>	<u>SATs</u>	<u>SVHS</u>
<u>10/09/24</u>		<u>Half-Day Teacher In-service</u>	
<u>10/09/24</u>	<u>6:00 PM</u>	<u>FASA Night</u>	<u>SVHS Auditorium</u>
<u>10/11/24</u>	<u>6:00 PM</u>	<u>Homecoming Parade and Football Game</u>	<u>Community Center/Stadium</u>
<u>10/12/24</u>	<u>6:00 PM</u>	<u>Homecoming Dance</u>	<u>SVHS</u>
<u>10/16/24</u>		<u>No School for DCTS Students Only</u>	<u>DCTS</u>
<u>10/17/24</u>		<u>Picture Retakes and Make-ups</u>	<u>SVHS Auditorium</u>
<u>10/18/24</u>		<u>Full Day In-Service. No school for students</u>	<u>SVHS</u>

<u>10/16/24</u>	<u>7:30 PM</u>	<u>School Board Study Session</u>	<u>PDSD Service Center</u>
<u>10/19/24</u>	<u>9:00 AM</u>	<u>PTL Craft Fair</u>	<u>SVHS Gym</u>
<u>10/21/24</u>		<u>AIMSWEB (Fall) Window Closes</u>	<u>SVHS</u>
<u>10/23/24</u>	<u>7:30 PM</u>	<u>School Board Meeting</u>	<u>PDSD Service Center</u>
<u>10/24/24</u>	<u>7:00 PM</u>	<u>Sun Valley Cabaret</u>	<u>SVHS Auditorium</u>
<u>10/24/24</u>		<u>Half-Day In-service PM DCTS students only</u>	
<u>10/26/24</u>	<u>7:30 AM</u>	<u>ACT Exams</u>	<u>SVHS</u>
<u>11/4/24-11/5/24</u>		<u>Teacher In-Service - No School, Offices Open</u>	<u>SVHS</u>
<u>11/05/24</u>		<u>No School for DCTS Students Only</u>	<u>DCTS</u>
<u>11/07/24</u>	<u>6:00 PM</u>	<u>National, Science & Math Honor Societies Induction</u>	<u>SVHS Auditorium</u>
<u>11/08/24</u>		<u>End of First Marking Period</u>	<u>SVHS</u>
<u>11/11/24</u>		<u>Second Marking Period Begins</u>	<u>SVHS</u>
<u>11/13/24</u>		<u>World Kindness Day</u>	<u>SVHS</u>
	<u>5:30 PM</u>	<u>SVHS PTL Meeting</u>	<u>ZOOM</u>
<u>11/13/24</u>	<u>7:30 PM</u>	<u>School Board Study Session</u>	<u>PDSD Service Center</u>
<u>11/15/24</u>		<u>First Marking Period Report Cards Posted</u>	<u>SVHS</u>
<u>11/20/24</u>	<u>7:30</u>	<u>School Board Meeting</u>	<u>PDSD Service Center</u>
<u>11/26/24</u>	<u>6:00</u>	<u>Powder Puff Game</u>	<u>SVHS Stadium</u>
<u>11/27/24</u>		<u>Turkey Bowl Pep Rally</u>	<u>SVHS Gym</u>
<u>11/27/24</u>	<u>10:15 AM</u>	<u>Half Day District Holiday</u>	<u>SVHS</u>
<u>11/27/24</u>		<u>Parent Conferences DCTS - Half-Day for students</u>	<u>DCTS</u>
<u>11/28-11/29</u>		<u>Thanksgiving Break - District Holiday</u>	<u>Schools and offices closed</u>
<u>11/28/24</u>	<u>10:30 AM</u>	<u>Turkey Bowl</u>	<u>Sun Valley High School</u>
<u>12/02/24</u>	<u>7:30 PM</u>	<u>School Board Reorganization Meeting</u>	<u>PDSD Service Center</u>
		<u>DCTS progress reports due and mailed</u>	<u>DCTS</u>
<u>12/18/24</u>	<u>7:00 PM</u>	<u>Band/Choir Winter Concert</u>	<u>SVHS Auditorium</u>
<u>12/19/24</u>	<u>9:30 AM</u>	<u>Elementary Choir Assembly</u>	<u>SVHS Auditorium</u>
<u>12/20/24</u>	<u>10:15 AM</u>	<u>Half Day In-Service</u>	<u>SVHS</u>
<u>12/23/24</u>		<u>Schools closed - Offices Open</u>	<u>SVHS</u>

<u>12/24-12/27</u>		<u>District Holiday- Offices Closed</u>	<u>SVHS</u>
<u>12/30/24</u>		<u>School Closed- Offices Open</u>	<u>SVHS</u>
<u>12/31-01/01</u>		<u>District Holiday- Offices Closed</u>	<u>SVHS</u>
<u>01/03 - 02/03</u>		<u>Algebra CDT - Winter Window</u>	<u>SVHS</u>
<u>01/03 - 02/03</u>		<u>Biology CDT - Winter Window</u>	<u>SVHS</u>
<u>01/03 - 02/03</u>		<u>Literature CDT - Winter Window</u>	<u>SVHS</u>
<u>01/03 - 02/03</u>		<u>AIMSWEB (Winter) Window</u>	<u>SVHS</u>
<u>01/06 -01/07</u>		<u>Algebra Keystone - Winter wave - Periods 1 -3</u>	<u>SVHS</u>
<u>01/08 - 01/09</u>		<u>Biology Keystones - Winter Wave - Periods 1-3</u>	<u>SVHS</u>
<u>01/10 - 01/13</u>		<u>Literature Keystones - Winter Wave - Periods 1-3</u>	<u>SVHS</u>
<u>01/14 - 01/15</u>		<u>Winter Keystones Make-ups</u>	<u>SVHS</u>
<u>01/09/25?</u>	<u>7:00 PM</u>	<u>8th Grade Parent Night</u>	<u>SVHS Auditorium</u>
<u>01/16/25</u>		<u>Evening Parent Conferences</u>	<u>SVHS</u>
<u>01/17/25</u>	<u>10:15 AM</u>	<u>Half Day Teacher In-Service</u>	<u>SVHS</u>
<u>01/20/25</u>		<u>District Holiday- Schools and Offices Closed</u>	<u>SVHS</u>
	<u>5:30 PM</u>	<u>SVHS PTL Meeting</u>	<u>ZOOM</u>
<u>01/21 - 01/24</u>		<u>SVHS Mid-Terms</u>	<u>SVHS</u>
<u>01/23/25</u>		<u>Half -Day In-service - No school for students PM</u>	<u>DCTS</u>
<u>01/24/25</u>		<u>End of second marking period</u>	<u>SVHS</u>
<u>01/27/25</u>		<u>Beginning of third marking period</u>	<u>SVHS</u>
<u>01/31/25</u>		<u>Second Marking Period Report Cards Posted</u>	<u>SVHS</u>
<u>01/31/25</u>		<u>Freshman Dance</u>	<u>SVHS</u>
<u>02/04/25</u>	<u>6:30 PM</u>	<u>Choir Decades Show</u>	<u>SVHS Auditorium</u>
		<u>DCTS Incomplete Grades Corrected</u>	<u>DCTS</u>
		<u>Music - Disney Trip</u>	<u>Orlando</u>
	<u>7:30 PM</u>	<u>School Board Study Session</u>	<u>PDSD Service Center</u>
<u>02/10/25</u>	<u>7:30 AM</u>	<u>Hi-Q Competition Host</u>	<u>SVHS Auditorium</u>
<u>02/14/25</u>		<u>Half-Day Teacher In-Service - 10:15 dismissal</u>	<u>SVHS</u>
<u>02/17/25</u>		<u>District Holiday - Schools and Offices closed</u>	

	<u>5:30 PM</u>	<u>SVHS PTL Meeting</u>	<u>ZOOM</u>
	<u>7:30 PM</u>	<u>School Board Meeting</u>	<u>PDSD Service Center</u>
<u>03/08/25</u>	<u>7:30 AM</u>	<u>SATs</u>	<u>SVHS</u>
	<u>TBD</u>	<u>Sophomore Dance</u>	<u>TBD</u>
<u>03/13/24</u>	<u>6:00 P.M.</u>	<u>Science Night</u>	<u>SVHS</u>
		<u>College and Career Fair</u>	<u>SVHS Gymnasium</u>
	<u>5:30 PM</u>	<u>SVHS PTL Meeting</u>	<u>ZOOM</u>
	<u>7:30 PM</u>	<u>School Board Study Session</u>	<u>PDSD Service Center</u>
<u>03/14/25</u>		<u>Parent Conferences DCTS - Half day PM students</u>	<u>DCTS</u>
<u>03/19/25</u>		<u>No school for DCTS students</u>	<u>DCTS</u>
<u>03/20-3/21</u>	<u>7:00 PM</u>	<u>SV Musical</u>	<u>SVHS Auditorium</u>
<u>03/22/25</u>	<u>2:00 PM</u>	<u>SV Musical</u>	<u>SVHS Auditorium</u>
<u>03/22/25</u>	<u>7:00 PM</u>	<u>SV Musical</u>	<u>SVHS Auditorium</u>
	<u>7:30 PM</u>	<u>School Board Meeting</u>	<u>PDSD Service Center</u>
<u>03/21/25</u>		<u>Rock Your Socks</u>	<u>SVHS</u>
<u>03/31/25</u>		<u>End of 3rd Marking Period</u>	
<u>04/01/25</u>		<u>4th Marking Period Begins</u>	<u>SVHS</u>
		<u>DCTS Grades due and sent to counselors</u>	<u>DCTS</u>
<u>04/03/25</u>	<u>7:30 AM</u>	<u>ASVAD Exam</u>	<u>SVHS MIC</u>
<u>04/07/25</u>		<u>3rd Marking Period Report Cards Posted</u>	<u>SVHS</u>
<u>04/10/25</u>	<u>7:00</u>	<u>Spring Band Concert</u>	<u>SVHS Auditorium</u>
<u>04/14 - 04/21</u>		<u>Spring Break</u>	<u>SVHS</u>
<u>04/23/25</u>		<u>PMEA</u>	<u>SVHS</u>
<u>04/24/25</u>		<u>PMEA</u>	<u>SVHS</u>
<u>04/17/24</u>	<u>5:30 PM</u>	<u>SVHS PTL Meeting</u>	<u>ZOOM</u>
<u>04/25/25</u>	<u>7:00</u>	<u>Junior Prom</u>	<u>The Waterfall</u>
<u>04/25/25</u>	<u>8:00 A.M.</u>	<u>Senior Class - Mock Interviews</u>	<u>SVHS Gym</u>
<u>04/30/25</u>	<u>7:30 PM</u>	<u>School Board Meeting</u>	<u>PDSD Service Center</u>
<u>04/30/24</u>	<u>7:00 PM</u>	<u>Spring Choir Concert</u>	<u>SVHS Auditorium</u>
<u>05/09/25</u>		<u>Senior Decision Day</u>	<u>SVHS Stadium</u>

<u>05/09/25</u>	<u>10:15 A.M.</u>	<u>Half-Day - Early Dismissal</u>	<u>SVHS</u>
<u>05/09/24</u>	<u>7:00 P.M.</u>	<u>Senior Prom</u>	<u>Penn Oaks Country Club</u>
<u>05/05 - 06/09</u>		<u>Algebra CDT - Spring Window</u>	<u>SVHS</u>
<u>05/05 - 06/09</u>		<u>Biology CDT - Spring Window</u>	<u>SVHS</u>
<u>05/05 - 06/09</u>		<u>Literature CDT - Spring Window</u>	<u>SVHS</u>
<u>05/05 - 06/09</u>		<u>AIMSWEB (Spring) Window</u>	<u>SVHS</u>
	<u>8:00 - 11:00 AM</u>	<u>AP Testing - US Government</u>	<u>SVHS MIC</u>
	<u>12:00 - 3:00 PM</u>	<u>AP Testing - Chemistry</u>	<u>SVHS MIC</u>
	<u>8:00 - 11:00 AM</u>	<u>AP Testing - Microeconomics</u>	<u>SVHS MIC</u>
	<u>12:00 - 3:00 PM</u>	<u>AP Testing - Statistics</u>	<u>SVHS MIC</u>
	<u>8:00 - 11:00 AM</u>	<u>AP Testing - English Lit & Comp</u>	<u>SVHS MIC</u>
		<u>DCTS progress reports due and mailed</u>	<u>DCTS</u>
	<u>8:00 - 11:00 AM</u>	<u>AP Testing - Environmental</u>	<u>SVHS MIC</u>
	<u>12:00 - 3:00 PM</u>	<u>AP Testing - Psychology</u>	<u>SVHS MIC</u>
	<u>8:00 - 11:00 AM</u>	<u>AP Testing - US History</u>	<u>SVHS MIC</u>
	<u>By 8:00 PM</u>	<u>AP ART - Submission by 8:00 PM</u>	<u>Ms. Willow's Room</u>
	<u>8:00 - 11:00 AM</u>	<u>AP Testing - Calculus A/B & B/C</u>	<u>SVHS MIC</u>
<u>05/12 & 05/13</u>	<u>2 Hr Delay</u>	<u>Algebra Keystone</u>	<u>SVHS</u>
	<u>8:00 - 11:00 AM</u>	<u>AP Testing - Eng Language & Comp</u>	<u>SVHS MIC</u>
	<u>8:00 - 11:00 AM</u>	<u>AP Testing - World History</u>	<u>SVHS MIC</u>
<u>05/21/25</u>	<u>7:30 PM</u>	<u>School Board Study Session</u>	<u>PDSB Service Center</u>
	<u>12:00 - 3:00 PM</u>	<u>AP Testing - Biology</u>	<u>SVHS MIC</u>
	<u>7:00 PM</u>	<u>Jazz in the Valley</u>	<u>SVHS Auditorium</u>
	<u>8:00 - 11:00 AM</u>	<u>AP Testing - Physics</u>	<u>SVHS MIC</u>
<u>05/14 - 05/15</u>	<u>2 Hr. Delay</u>	<u>Biology Keystone Testing</u>	<u>SVHS</u>
<u>05/16 - 05/19</u>	<u>2 Hr. Delay</u>	<u>Literature Keystone Testing</u>	<u>SVHS</u>
<u>05/20/25</u>		<u>Full-Day In-Service - No school for students</u>	<u>SVHS</u>
		<u>Spanish/French Honor Society Induction</u>	<u>SVHS Auditorium</u>
		<u>Arts Alive!</u>	<u>SVHS/MIC</u>
<u>05/28/25</u>	<u>7:30 PM</u>	<u>PDSB School Board Meeting</u>	<u>Service Center</u>
	<u>7:30 AM</u>	<u>Senior Presidential Awards</u>	<u>SVHS Auditorium</u>

	<u>6:00 PM</u>	<u>Choir and Theater Banquet</u>	<u>SVHS Cafe</u>
<u>05/21 - 05/22</u>		<u>Keystone Testing Make-Ups</u>	<u>SVHS MIC</u>
<u>05/23/25</u>	<u>10:15 AM</u>	<u>Half-Day Teacher In-Service</u>	<u>SVHS</u>
<u>05/24 - 05/27</u>		<u>Senior Trip to Disney</u>	<u>Orlando, FL</u>
<u>05/26/25</u>		<u>District Holiday- Offices Closed</u>	<u>SVHS</u>
<u>06/02 - 06/06</u>		<u>Senior Final Exams Week</u>	<u>SVHS</u>
		<u>Junior Class Trip - Busch Gardens</u>	<u>Williamsburg, VA</u>
<u>06/05/25</u>	<u>5:00 PM</u>	<u>Senior Awards Banquet</u>	<u>Phoenix Ballroom</u>
<u>06/07/25</u>	<u>7:30 AM</u>	<u>SATs</u>	<u>SVHS</u>
<u>06/09/25</u>	<u>8:00</u>	<u>Graduation Practice and Clap Out</u>	<u>SVHS</u>
<u>06/10/25</u>	<u>9:00</u>	<u>Graduation Rehearsal and Brunch</u>	<u>Neumann University</u>
<u>06/10/24</u>	<u>6:00 PM</u>	<u>Graduation</u>	<u>Neumann University</u>
		<u>Underclassmen grades due and sent</u>	<u>DCTS</u>
	<u>7:30 AM</u>	<u>ACT Exams</u>	<u>SVHS</u>
<u>06/09 - 06/13</u>		<u>Final Exams Week</u>	<u>SVHS</u>
		<u>Last Day of School for Tech Students</u>	<u>DCTS</u>
<u>06/13/24</u>	<u>10:15 AM</u>	<u>Last Day for Students</u>	<u>SVHS</u>
<u>06/13/24</u>		<u>End of fourth marking period</u>	<u>SVHS</u>
<u>06/18/25</u>	<u>7:30 PM</u>	<u>School Board Study Session</u>	<u>PDS Service Center</u>
<u>06/20/25</u>		<u>End of Year Report Cards Posted</u>	
<u>06/26/25</u>	<u>7:30 PM</u>	<u>School Board Meeting</u>	<u>PDS Service Center</u>

Report Cards & Marking Period Calendar

Marking Period	Begins	Ends	# Days	Report Cards Posted
MP1	09/03/2024	11/08/2024	47	11/15/2024
MP2	11/11/2024	01/24/2025	44	01/31/2025
MP3	01/27/2025	03/31/2025	44	04/07/2025
MP4	04/01/2025	06/13/2025	46	06/20/2025

Staff Directory

FACULTY PHONE LIST FOR 2023-2024

SVHS Main # 610-497-6300 X2400 SVHS Guidance Fax #610-497-4610

NAME	ROOM	Phone	DEPARTMENT	NAME	ROOM	Phone	DEPARTMENT
Baldys, Matthew	B49	2149	Social Studies	Malaczewski, Joseph	D93	2193	Math
Baron, Marc	B245	2245	Science	Malaczewski, Trisha	C85	2185	Social Studies
Barr, Brittany	C75	2175	Business/Tech	Malone, Julie	B247	2247	Special Education
Barry, Rick	Health A32	2132	PE/Office - 2112	Mancarella, Olivia	B58	2158	Language Arts
Bednar, Jill	D94	2194	World Languages	Martone, Kimberly	B247	2247	Special Education
Bell, Christopher	Health A32	2132	PE/Office - 2112	Maxwell, Jennifer	C90	2190	Social Studies
Benson, Meredith	D91	2191	Math	McCarthy, Colleen	A3	2103	Art
Bittner, Brandon	C89	2189	Social Studies	Meenan, Kevin	B248	2248	Science
Blocksom, James	B41	2141	Special Education	Moletteri, John	A1A	2111	Dean of Students
Boccella, Elizabeth	B57	2157	Math	Morey, Keith	B54	2154	Special Education
Bondanza, Adria	B259	2259	Science	Moyer, Nicole	A15	2115	Music
Breiling, Charles	D99	2199	Math	Newburg, Karen	Speech	2314	Special Education
Burch, Joseph	Custodian	2372	Custodian	Nicholas, Justin	B255	2255	Science
Capuano, Ginamarie	NURSE	2373	Nurse	Page, James	B52	2152	Language Arts
Caputo, Amy	B53	2153	Math	Passen, David	B241	2241	Science
Carr, Valerie	B249	2249	Special Education	Peleckis, Joseph	Office	2377	AP
Coughlin, Allyson	B44	2144	Language Arts	Pezzecca, Marjorie	Psychologist	2368	Guidance
Coyle, Shane	Office	2381	SRO	Phelps, Kathleen	B254	2254	Science
Diehl, Monica	D92	2192	Foreign Language	Plummer, Ronald	A1	2101	Art
DiPietro, Renee	C72	2326	Gifted Program	Powers, Stephanie	A31	2131	Math
DiProspero, Anthony	C88	2188	Social Studies	Pry, Timothy	A14	2114	Band Room
Dobbins, Edward	D97	2197	Math	Puliti, Mike	Cafeteria	2374	Cafeteria
Dougherty, Kevin	C76	2175	B & T	Quintans, Christopher	B55	2155	Math
Foster, Jillian	Guidance	2362	Guidance	Rafferty, Patrick	Office	2376	Athletic Director
Freeman, Cherie	MIC	2120	MIC/Office 2390	Roskos, John Paul	Office	2379	Principal
Genna, Mallory	B40	2140	Language Arts	Scarcelli, Ciara	A9	2109	Special Education
Giles, Linda	Office	2384	AP	Schneider, Lauren	B60	2160	Language Arts
Gill, Janemarie	Office	2352	Financial Office	Scott, Dawn	Cafeteria	2355	Cafeteria
Grady, Amy	A2	2102	FC Science	Shallow, Danella	B48	2148	English
Greto, Theresa	C87	2187	Social Studies	Skwirut, Nicole	Guidance	2365	Guidance Secretary
Guenther, Lynn	Office	2351	Principal Sec.	Snyder, Megan	Guidance	2369	Guidance
Guidetti, Erica	B56	2156	Special Education	Soring, Christine	C81	2181	Language Arts
Guille, Annamaria	B244	2244	Science	Spangler, Daniel	A8	2358	Technology
Harmon, Bright	Office	2375	Attend/AP Secretary	Spinogatti, Claudia	A27	2127	Foreign Language
Helmandollar, Annette	C78	2178	Language Arts	Starinierra, Madison	C82	2182	Special Education
Henning, Keith	C86	2186	Social Studies	Summers, Jill	A8	2313	Technology
Hill, Daniel	C84	2184	Language Arts	Taylor, Scott	C72/A30/B248	2325	Science/Planetarium
Hill, Julianne	B47	2147	Special Education	Truax, James	A18	2356	Athletic Trainer
Im, Francine	Guidance	2366	Guidance	Turk, Lindsay	B240	2240	Chemistry
James, Kathryn	Guidance	2370	Guidance	Vaccaro, Frank	A5	2105	Steam
Johnson, Michael	B256	2256	Special Education	Varacalli, Amy	D96	2196	World Languages
Jones, Joseph	D95	2195	Math	Wessel, Amanda	B42	2142	Language Arts
Josephson, Jennifer	A32	2132	PE Office - 2180	Wiest, Cheryl	B250	2250	Science
Judge, Erin	Guidance	2367	Guidance	Willow, Emily	A4	2104	Art
Kane, Tara	C71	2328	Interventionist			2104	Art
Kelly, Karen	Guidance	2380	Guidance/AP Sec.				
Kingan, Brian	C73	2173	Social Studies	Athletics Conf Room	<i>Athletics</i>	2327	<i>Athletics Conf Rm</i>
Kochersperger, Joseph	B51	2151	Social Studies	EL	D94	2194	<i>EL</i>

NAME	ROOM	Phone	DEPARTMENT	NAME	ROOM	Phone	DEPARTMENT
Koehler, Susan	B50	2295	Special Education	<i>Faculty Room</i>	<i>A11A</i>	<i>2311</i>	<i>Faculty Room</i>
Komorowski, Michael	A26	2126	Math	<i>Guidance Conf Room</i>	<i>Guidance</i>	<i>2316</i>	<i>Counseling Suite</i>
Kunz, Michael	C74	2174	B&T	<i>Health Classroom</i>	<i>A32</i>	<i>2132</i>	
Lansberry, Jamie	C83	2183	Language Arts	<i>ISS Room</i>			Back Conference Rm
Larck-Fiorilli, Cori	B62	2162	Language Arts	<i>MAC Lab</i>	<i>A6</i>	<i>2106</i>	<i>MAC Lab</i>
Lehman, Michele	A7	2107	Special Education	<i>Office Conf Room</i>	<i>Office</i>	<i>2323</i>	<i>Office Conf Room</i>
Lessik, Susan	Office	2352	Athletics	<i>OT/PT</i>	<i>OT/PT</i>	<i>2331</i>	<i>Special Education</i>
Lopez, Ryan	A30	2130	Math	<i>Planetarium</i>	<i>C70</i>	<i>2179</i>	<i>Planetarium</i>
Macri, Michael	B46	2146	Math	<i>SAP</i>	<i>Guidance</i>	<i>2359</i>	<i>SAP</i>
Maiale, Jennifer	B251	2251	Science	<i>School Store</i>	<i>A12</i>	<i>2100</i>	<i>School Store</i>

Bell Schedules

Homeroom Bell Schedule	
Period	Time Range
1st	7:30 - 8:16
2nd	8:19 - 9:05
Homeroom	9:08 - 9:20
3rd	9:23 - 10:09
4th	10:12 - 10:58
5th	11:02 - 11:48
6th	11:51 - 12:37
7th	12:40 - 1:26
8th	1:29 - 2:15

2-hour delay Days	
Period	Time Range
1st	9:30 - 10:02
2nd	10:05 - 10:37
Homeroom	10:40 - 10:45
3rd	10:48 - 11:20
4th	11:23 - 11:55
5th	11:58 - 12:30
6th	12:33 - 1:05
7th	1:08 - 1:40
8th	1:43 - 2:15

Early Dismissal Days	
Period	Time Range
1st	7:30 - 7:47
2nd	7:50 - 8:07
Homeroom	8:10 - 8:15
3rd	8:18 - 8:35
4th	8:38 - 8:55
5th	8:58 - 9:15
6th	9:18 - 9:35
7th	9:38 - 9:55
8th	9:58 - 10:15

Early Dismissal Periods 1-4	
Period	Time Range
1st	7:30 - 8:07
2nd	8:10 - 8:47
Homeroom	8:50 - 8:55
3rd	8:58 - 9:35
4th	9:38 - 10:15

Early Dismissal Periods 5-8	
Period	Time Range
5th	7:30 - 8:07
6th	8:10 - 8:47
Homeroom	8:50 - 8:55
7th	8:58 - 9:35
8th	9:38 - 10:15

Mid-Year Exams				
Times	Tuesday 1/21	Wednesday 1/22	Thursday 1/23	Friday 1/24
7:30 - 9:00	Period 1	Period 3	Period 5	Period 7
9:05 - 10:35	Period 2	Period 4	Period 6	Period 8
10:40-2:15	Targeted Intervention/ Extra Help Sessions			

Final Exams (Seniors)				
Times	Tuesday 6/3	Wednesday 6/4	Thursday 6/5	Friday 6/6
7:30 - 9:00	Full-Year Elective/ Science / Social Studies	ELA	Math	Make-ups

Final Exams (Grades 9-11)				
Times	Tuesday 6/10	Wednesday 6/11	Thursday 6/12	Friday 6/13
7:30 - 9:00	Period 1 7:30 - 9:00	Period 3 7:30 - 9:00	Period 5 7:30 - 9:00	Period 7 7:30 - 8:51
9:05 - 10:35	Period 2 9:05 - 10:35	Period 4 9:05 - 10:35	Period 6 9:05 - 10:35	Period 8 8:54 - 10:15
10:40-2:15	Targeted Intervention/ Extra Help Sessions			

Homeroom

All students will attend a homeroom period daily, between 2nd and 3rd period, as noted on their schedules in Skyward. Students must report to their assigned homeroom on time. See attendance policies in section IV for additional information

Scholarship ID Building Entry Identification Cards

All students must have their ID cards at all times, every day. These cards are required for access to the building and to receive a hall pass. All students are required to swipe their student ID card at the main entrance each day. No students are permitted to enter the building through any other entrance. Attendance kiosks will be available in the main office following main entrance closure for late arrivals after 7:30 am. They must be presented to any staff member when requested. Students without ID cards are subject to the appropriate disciplinary action.

Defective ID cards will be replaced, but students who lose an ID card must pay \$5 for a replacement.

If a student forgets an ID card they must enter their ID number by hand to receive the temporary ID card. Students must have an ID at all times, therefore, they must carry their temporary ID. They will be required to pay a fee of \$1.00 for the temporary ID. Fees accumulate and must be paid before a student may attend extra-curricular events and/or receive a diploma.

Entering the building through an unauthorized entrance or allowing other students to enter through an unauthorized entrance is considered illegal entry into the building.

Title IX

Title IX is the federal statute addressing discrimination on the basis of sex in education programs and activities. The Penn-Delco School District declares it to be the policy of this district to provide an equal opportunity for all students to achieve their maximum potential through the programs offered in the schools without discrimination on the basis of race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, marital status, pregnancy or handicap/disability.

The Penn-Delco School District is an equal opportunity employer and will not discriminate in its educational programs, activities, or employment practices on the basis of race, color, age, creed, religion, sex, sexual orientation, ancestry, national origin, veteran status, genetic information, citizenship, handicap/disability or other legally protected classification. The district shall make reasonable accommodations for identified physical and mental impairments that constitute disabilities, consistent with the requirements of federal and state laws and regulations.

This policy is in accordance with state and federal laws, including Title VI, Title IX and Section 504. The Penn-Delco School District does not discriminate on the basis of sex in the education program or activity that it operates, and the District is required by Title IX and 34 C.F.R. Ch 106 not to discriminate in this manner. The requirement not to discriminate in the District's education program or activity extends to admission (as applicable), and to employment.

COORDINATORS:

Dr. Eric Kuminka ekuminka@pdsd.org ; 610-497-6300 X1314

Mr. Dave Criscuolo dcriscuolo@pdsd.org ; 610-497-6300 X1312

Mrs. Regina McClure rmcclure@pdsd.org ; 610-497-6300 X1320

For more information regarding TITLE IX click [HERE](#).

Address or Telephone Changes

At any time, your home address changes, proof of residency must be brought to the Student Residence Assistance at the administration building. Phone number additions and changes should be reported to the main office. This is essential for handling emergencies.

Announcements

Announcements will be made during homeroom daily, including the Pledge of Allegiance and a moment of silence. All additional announcements must be put in writing and submitted to the main office.

Parking

Parking permits will be offered to students enrolled in off campus programs (such as work experience, dual enrollment, etc) and who are eligible to drive when passes are sold prior to the beginning of the school year. If spots remain, they will be offered to seniors via a lottery. Students should check their school email for updates regarding parking availability.

Parking permits will be \$25.00. The parking fee will not be reimbursed for those students who lose their parking privileges as a result of an infraction.

Student parking is a privilege. Parking permits may be revoked by school administration if students are failing to meet school wide expectations regarding attendance (including tardiness), academic eligibility, and the student code of conduct.

Students are responsible for all paperwork. No student will receive a parking permit if his/her paperwork is incomplete for any reason.

All vehicles must be registered and must display a valid parking hang tag for the current school year at all times. **Cars not registered with the school and/or not displaying a valid parking hang tag are subject to disciplinary action.** Any changes to vehicle registration must be reported to the main office.

All students may only park in their assigned numbered spot. If cars are parked in other spots, the student may lose his/her parking privileges.

The speed limit on school property is 5 MPH. The speed limit will be strictly enforced.

Students are not permitted to go to their cars during the school day. Only the principal or designee may grant permission.

In the event of a school emergency or evacuation, **students are not permitted to leave school in their vehicle, unless given consent by SV administration.**

The Penn-Delco School District is not responsible or liable for damages, theft, etc., to automobiles parked in the Sun Valley Parking Lot.

There may be times when parking in the parking lot is not allowed due to special school events or snow. When such events occur, an announcement will be made in school and on the Penn-Delco website. On such occasions, students who normally drive will have to make other arrangements or use Penn-Delco School District transportation.

If reasonable suspicion exists that any contraband, such as weapons, drugs, or alcohol, are in a vehicle on school district property, an administrative search may be conducted. The Sun Valley High School parking lot is subject to periodic searches by a certified drug dog throughout the school year.

Snow Day / Emergency Closing Schools

In the event of inclement weather, closing of school will be communicated via a voice message to all families at the contact information recorded in Skyward. Messages will also be posted at pdsd.org and all school websites and on all Penn-Delco social media pages. When school is canceled or dismissed early because of poor weather conditions, all school events and activities will automatically be canceled.

Field/Class Trips

Teachers or class advisors sponsor Field Trips. Students are subject to the rules and regulations imposed by the teacher or administrator for the field trip. All school rules apply. All student bags will be searched before any overnight trip. Students are not refunded for loss of trip privilege due to school eligibility.

Financial Responsibilities

Throughout the school year, students might owe money to Sun Valley High School for a variety of reasons including: class dues, fundraisers, extra-curricular activities, cafeteria balances, lost or damaged property, replacement ID cards, and returned / stop payment on checks. It is important that payment occurs promptly. Administration may restrict participation in any extracurricular activities if students have a financial obligation; this includes dances, proms, non-instructional class trips, parking privileges, and clubs. If the amount is not paid by senior year graduation, students will not be allowed to participate in the graduation ceremonies.

Emergency Drills

Emergency drills will be held monthly with the objective being to prepare students and staff. Classroom teachers will provide instructions and expectations for how to respond to various emergency scenarios.

Lost & Found

The main office maintains the lost and found. Unclaimed articles will be donated on a quarterly basis.

Visitors

All Penn-Delco Schools utilize the Raptor Visitor Management System to keep our schools safe. Parents, guests, and visitors who plan to visit beyond the main office must have a visitor's ID badge generated from the Raptor system, which requires a valid state issued ID.

ALL visitors (and students) must enter using ONLY the main entrance.

Entering the building through an unauthorized entrance, or allowing others to enter, is considered illegal per PA Title 18 3503(b)(iv). Criminal Trespassing and a violation of PDSB Board Policy 709.

Any visitor on school property who has not registered at the school's main office is considered to be trespassing. The individual will be asked to immediately report to the school's main office to register or will be asked to leave immediately. The principal, or designee, may request aid from law enforcement for removal.

All visitors must give a minimum of 24 hours notice prior to their arrival to meet with teachers or staff.

Administration reserves the right to approve or deny access to any visitor.

Students are expected to arrive ready for school with everything they need. To minimize the disruption of teaching and learning, parents/guardians should not bring food, drinks, athletic equipment, or any non-essential items for their students during the school day. No delivery services such as door dash, grub hub, uber eats, etc are permitted.

WebPages

The Penn-Delco web page is a great source of information about the school district and specific schools. Important events, dates, and news will be posted on the site for viewing. The district website URL is www.pdsd.org

Board Policies

The below Penn-Delco School Board policies are attached:

[Discrimination/Title IX Sexual Harassment Affecting Students-- #103](#)

[Attendance – #204](#)

[Use of Medications - #210](#)

[Student Discipline – #218](#)

[Weapons - #218.1](#)

[Terroristic Threats/Acts - #218.2](#)

[Dress and Grooming – #221](#)

[Tobacco Use – #222](#)

[Use of Motor Vehicles - #223](#)

[Care of School Property - #224](#)

[Relations with Law Enforcement Agencies - #225](#)

[Searches – #226](#)

[Controlled Substances/Paraphernalia – #227](#)

[Social Events and Class Trips - #231](#)

[Suspension and Expulsion - #233](#)

[Hazing - #247](#)

[Bullying/Cyber-Bullying – #249](#)

[Acceptable Use of Internet, Electronic Mail and Network Resources – #815](#)

Parent Inquiries

Parents are encouraged to call school if they have questions. In order to help parents get to the appropriate person quickly; a brief schematic is listed below. Usually the quickest and best response will come from beginning with the person who may have the most knowledge about your question.

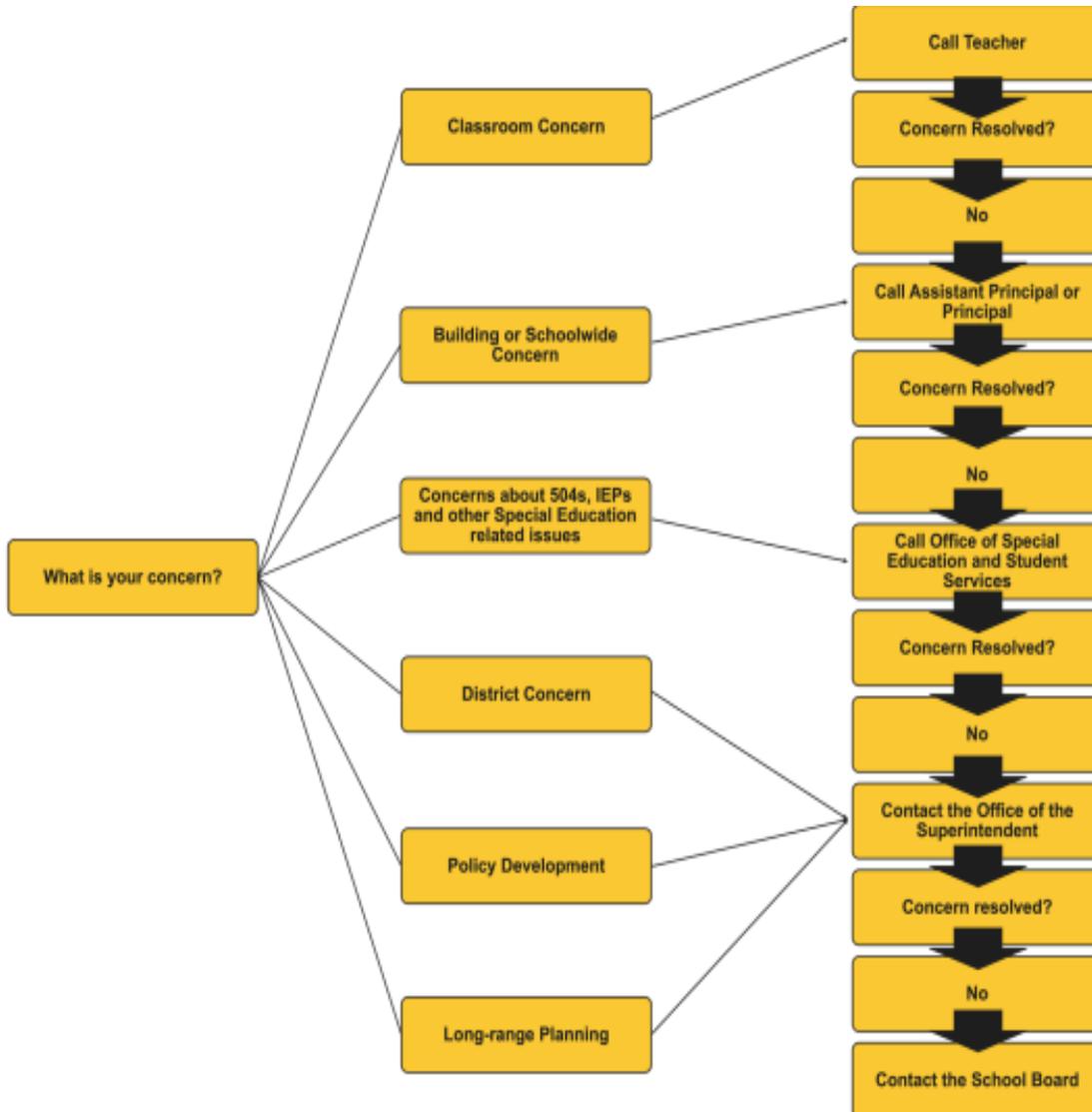
PDSD Main Telephone #610-497-6300 SVHS Main Telephone #610-497-6300 X2400
Athletics X2352
Attendance X2375
Guidance Department X2365 Office X2400

In most instances, teachers will be in classrooms teaching when incoming calls are made. The district has both an email and voicemail system, which teachers are able to check and return emails and calls. Please understand that teachers may have an obligation after school that day and may not be able to return your email or call until the following day. Please respect and follow the below chain for inquiries, suggestions, and constructive criticism.

Chain of Inquiries:

First Level Teacher / Employee
Second Level School Counselor
Third Level Building Principal/Immediate Supervisor
Fourth Level Superintendent or Designee
Fifth Level PDSD Board

Inquiry FlowChart:



New Student Registration

Once registered with Administration, parents will need to schedule an appointment with the Guidance Department. Parents are requested to bring his/her student's transcript, latest report card, standardized test scores and ER/IEP if applicable. Any student registering without the proper information/paperwork will cause a delay in his/her start date.

Lockers

There is a locker available for each student at SunValley. A locker will be provided upon request. A request for a locker can be made with the secretary staff in the main office. Each locker is equipped with a built-in combination lock; no student should divulge the combination to any other student, nor should students share a locker. In the case of a locker search, all persons sharing the locker will be held responsible.

Section II Academics

Sun Valley courses are described in the [course selection guide](#).

Academic Classroom Expectations:

Students are responsible for checking their assignments, due dates, and grades on a regular basis. Assignments are expected to be submitted on the due date assigned by the teacher. Students should promptly consult with their teacher for any concerns or questions about an assignment or grade.

Proper Use of Class Time

Students are expected to make proper use of class time during the school day. Proper use of class time includes but is not limited to following directions, completing work, using technology appropriately, and being actively engaged in the classroom. Improper use of class time includes but is not limited to excessive phone use, completing assignments for another class, frequently leaving the classroom, being disengaged/sleeping, off-task behavior/socializing with peers. Improper use of class time will negatively impact learning and grades, including earning a 0% for assignments/assessments not completed due to off-task behavior.

Academic Dishonesty/Plagiarism

Dishonesty occurs when a student attempts to enhance the substance or quality of original work by including material or using information that is not generated specifically by honest effort and has not been credited to the appropriate source. Dishonesty also includes using Artificial Intelligence (AI)-generated content or any other source without proper credit and citation, or providing unauthorized assistance to another student(s). Unauthorized assistance can include, but is not limited to, photos, messages, or discussions regarding assessment questions and/or answers, shared work that another student can present as his or her own, allowing another student to copy your work, providing electronic access to student work (sharing documents, files or attachments) so that another student can benefit and any other sharing of information that allows a student to gain an unfair academic advantage.

Individual teacher expectations regarding collaborative work may vary because of the nature of the assignment and desired student performance. Teachers are instructed to present all assignment expectations clearly to ensure student compliance. Students are responsible for complying with teacher guidelines and for seeking clarification if needed.

Offenses of academic dishonesty will result in the following consequences:

- 1. A zero for the assignment with no opportunity to re-do or make up the assignment*
- 2. Teacher notifies parent/guardian, school administrator, school counselor, and case manager (if applicable)*
- 3. Teacher enters offense in the student's disciplinary record (first offense is a Level I Code of Conduct violation and repeated offenses are Level II Code of Conduct violations).*

**Academic dishonesty/plagiarism can affect a student's membership in honor society programs.*

Late, Make-up, and Retake Work Policies:

Students should refer to the class syllabus for the late, make-up, and retake work policies that are in accordance with all school attendance and grading policies (see section IV Attendance).

Homework Policy:

The amount of homework necessary varies with each subject and the nature of the course. Students should plan for additional work outside of the school day to be completed at home as homework. It is expected that homework is turned in on or before the assigned due date.

Extra Help:

The professional staff members are available for extra help after school. Students should speak with their teachers regarding their after school hours and availability. After school extra help is for students who have demonstrated proper use of class time but are still in need of extra help. After school extra help is also an opportunity for students with excused absences to catch up on missed content, assignments, and assessments.

Grading Practices

Report cards are available every nine weeks, at the end of each marking period. Grades are reported numerically. The following number grade ranges are listed with their letter grade equivalent as well as the weighted GPA.

Final grades for semester courses are determined by averaging all marking period grades and counting the midterm exam as 10% and the final exam grade as 10% for the course. Full year courses are an average of four marking periods plus the mid-term and final exams.

Grade	Range	AP – Honors – Accelerated
A+	97.5-100	5 – 4.5 – 4
A	92.5-97.49	5 – 4.5 – 4
A-	89.5-92.49	4.7 – 4.2 – 3.7
B+	87.5-89.49	4.3 – 3.8 – 3.3
B	82.5-87.49	4 – 3.5 – 3
B-	79.5-82.49	3.7 – 3.2 – 2.7
C+	77.5-79.49	3.3 – 2.8 – 2.3
C	72.5-77.49	3 – 2.5 – 2
C-	69.5-72.49	2.7 – 2.2 – 1.7
D+	67.5-69.49	2.3 – 1.8 – 1.3
D	62.5-67.49	2 – 1.5 – 1
D-	59.5-62.49	1.7 – 1.2 – 0.7
F	0-59.49	0 – 0 – 0

Medical:

A “Medical” (“M”) is a temporary non-grade. It indicates that the student was incapable of completing work or that the work had to be modified to accommodate a documented medical condition. An “M” is not counted in the GPA; credit is not awarded for the course if the final grade is “M”. To ensure that all affected parties act in accordance with the aforementioned philosophy, the following expectations must be fulfilled when an “M” is issued:

- Expectations of the student/family:
 1. Students who are requesting a Medical (“M”) for a marking period, a semester or final exam, or the final grade must provide documentation from a doctor. The specifics of this documentation are listed below, under “Expectations of the medical professional.”
 2. During the Medical period, the student cannot be involved in any extracurricular activities (i.e. any sponsored activities, including athletics, trips, academic and club competitions, etc.) until they are also medically cleared to complete all academic work.
- Expectations of the medical professional:

The doctor or mental health professional (referred to hereafter in this section as “doctor”) must provide a note specifically stating the following:

 1. The medical request
 2. The skills affected by the medical condition (e.g., “Cannot use a computer screen,” “Cannot read for more than 15 minutes without a break”)
 3. The length of time during which a student may need to have work modified and/or during which they may not be able to complete specific academic assignments.
- Expectations of the teacher, administrators, and other school-based professionals:
 1. The teacher, administrators, and other school-based professionals will develop accommodations based on the doctor’s recommendation.
 2. Teachers will provide a list of essential work that must be completed in order for the student to demonstrate mastery of the essential content. Once this work is completed, the “M” will be replaced by the grade earned by the student on their academic record.

While the accommodations may include the waiving of assessments and other non-essential work for a particular marking period, the “M” does not eliminate the need for the student to master material that is essential for the class.

Provisions of the Medical Policy:

- The medical period ends when the student completes and submits the necessary and essential work and is cleared to return by their doctor.
- Students are not permitted to take part in any extracurricular events during the medical period.
- An “M” cannot be given retroactively. Once a grading period has closed, SV will not change a grade based on medical documentation submitted after the final, marking period, semester, or exam grade has been issued by the teacher.

Graduation Requirements:

Sun Valley graduation requirements are described in the [course selection guide](#).

In order to graduate and earn a/ diploma from Sun Valley High School, all students must meet the following requirements:

- Successfully complete and earn credit for courses as detailed in the table below.
- Students that do not demonstrate proficiency on the Algebra I, Biology, and Literature Keystone Exams may be scheduled into semester-long, 0.5 credit lab courses to recover content and retake the corresponding Keystone Exam(s).
- Students must complete 8 Career Education and Work standards by May of their Junior year as mandated by the Pennsylvania Department of Education. (Transfer students must complete a minimum of 2 per year).

English	4.0
Social Studies	3.0
Mathematics	4.0
Science	3.0
Careers	.5
Health and PE	1.5
Arts/Humanities/Electives	7.0
Total	23.0
*Participation in the graduation ceremony is a privilege.	

- PA ACT 158:
 - Keystone Exams in Algebra I, Biology, and Literature are a graduation requirement for the class of 2023 and beyond. Pennsylvania Department of Education requires a proficient score of 1500, or higher, is required for graduation in each of the tested areas. If a student is not successful on the Keystone exams, there are multiple pathways students can pursue to satisfy the Pennsylvania graduation requirement. Each pathway is explained below:
 - - Pathway 1: Keystone Proficiency
 - Pass all 3 Keystone exams (Algebra I, Biology, and Literature) with a 1500 or higher. This is the pathway Sun Valley High School recommends for all students.
 - Pathway 2: Keystone Composite Score
 - Earn a composite score of 4452 on all three Keystone exams: Algebra I, Biology, and Literature Or A 2 Keystone composite score if 2939 or greater with at least 1 Keystone scaled score being greater than 1500 and no keystone exam being below basic. This is the alternate pathway that Sun Valley High School recommends.

- Pathway 3: Alternative Assessment
 - Pass the Keystone course and earn a minimum score on an approved alternate assessment:
 - The student pursues advanced coursework and achieves one of the following scores: AP level course (3) or dual enrollment course (IB - 4).
 - The student pursues an alternative assessment and achieves one of the following scores: PSAT (970), SAT (1010), ACT (21), or ASVAB (minimum score for admittance to armed services).
 - The student achieves acceptance to a four-year non-profit institution of higher education. Note: The PSAT, also known as the National Merit Scholarship Qualifying Test (NMQST), is taken in 11th grade and is one of the alternative assessments that would be accepted for pathway 3.
 - Earning a passing score as a 9th grade student on the PSAT 8/9 or as a 10th grade student on the PSAT 10 would not qualify the student to meet the pathway 3 requirement as these are not the PSAT.
- Pathway 4: Career and Technical Education
 - The student earns a locally established grade on the course associated with each Keystone exam and satisfactorily completes one of the following:
 - The National Occupational Competency Testing Institute (NOCTI).
 - The National Institute of Metalworking Skills (NIMS) assessment in an approved Career and Technical Education concentration.
- Pathway 5: Evidence-Based (Three Pieces of Evidence)
 - The student earns a locally established grade on the course associated with each Keystone exam and demonstrates readiness for post-secondary engagement through three pieces of evidence from the student's career portfolio aligned to the student goals and career plan. Examples include:
 - SAT subject tests
 - AP level dual enrollment coursework
 - Acceptance into a 4 year post-secondary institution.
 - A community service project
 - Completion of an internship, externship, co-op, or full-time employment

Placement Practices

A students' grade level is determined by the credits the student earns. Participation in class activities is determined by the number of credits earned.

Freshman- 9th Grade	Successfully Complete Middle School
Sophomore- 10th Grade	5 credits earned
Junior- 11th Grade	11 credits earned
Senior- 12th Grade	16 credits earned
Graduation	23 credits earned meeting all PA requirements including Act 158

Appointments with Counselors

Counselors are available to work with students in meeting their goals in the following areas; Career, Academic, and Social/Emotional. In order to minimize missing class time, visits should be scheduled during study hall, lunch, or after school. Students must obtain a pass from the Guidance department office and have it approved by his/her teacher. Upon arrival, and when departing the counseling office, students must sign the appointment book. Cell phone use is prohibited in the counseling office. Counselors will schedule meetings with students throughout the year based on their current academic standing / needs.

Ms. Jillian Foster – Last names A - Def, X2362

Mrs. Francine Im – Last names Deg - Hol, Department Head & Technical School Liaison X2366

Ms. Erin Judge – Last names Hom – Mel, X2367

Dr. Kathryn James – Last names Mem - Sa, X2370

Ms. Meghan Snyder – Last names Sc - Z, X2369

College Representative Visits

Throughout the year representatives from various colleges and trade schools visit Sun Valley to meet with sophomores, juniors, and seniors. Dates and times of visits are advertised on the morning announcements and on Naviance.

College Visits

Students will be allowed two excused absences for college visits during their junior year and 2 excused absences their senior year that will not count against the attendance policy. You must return to Sun Valley with a signed note stating that you visited the college. The best time to visit colleges is during the Spring semester of your junior year. The summer between junior and senior year can also be a great time to visit campuses. Call the admissions office or set up a visit on the college's website at least 1-2 weeks in advance to arrange a campus tour, information session, admissions interview and meeting with a financial aid officer. This is your chance to talk to people who attend a college and find out what they like and dislike about it. Meet with a financial aid officer (with your parents) concerning possible financial aid. Eat in the dining hall, talk to the students and ask questions. In order to make a campus visit during a school day, you must fill out a College Visit form from the counseling office and turn it into the attendance office upon your return from the visit.

Course Selection

During each school year the Sun Valley Course Selection Guide is on-line. This guide is intended to assist students in course selection and college, career and vocational planning. The guide contains descriptions of each course offered and other information related to the academic program.

Student Schedules:

At the time of course selection for the subsequent school year, students make very careful selection of courses in cooperation with parents, teachers, and counselors. Ninth and tenth grade students will be scheduled for seven credits, eleventh grade students will be scheduled for six and a half, and seniors must have at least six credits scheduled.

If a student discovers an error or omission in the student's schedule when they are released in August, the student should complete the schedule change form. An administrator or a counselor will make all schedule changes or corrections during the add/drop period. There is no guarantee that all schedule change requests will be honored. Changes are dictated by availability and seat capacity.

Parents and students are urged to give serious consideration to program planning for the following year. Once course scheduling has been completed, changes may only be permitted on the basis of counselor recommendation and will require final administrative approval.

Course Changes

Students are permitted to change their schedule during the "drop/add" period (see the School Counselors for specific dates). Students will need to complete a Course Change form to make this request. Changes that will be considered include: missing a REQUIRED class (English, Math, Science, Social Studies, Health, Careers, PE); previously taken a class; **drop an elective and add a study hall; level changes (see below for details).

** Only available for 11th and 12th grade students. 9th and 10th grade students are expected to take 7 credits, 11th grade 6.5, and 12th grade MUST take a minimum of 6.0 credits to maintain full time student status.

Schedule changes that will not be considered include: requests to change teachers, requests to change lunch periods, requests to be in class with friends.

**** Please note: Schedule change requests are REQUESTS. There is NO GUARANTEE that your request is able to be fulfilled. Changes are dictated by availability and seat capacity. Submit only one request form per student.*

LEVEL CHANGE REQUESTS:

If students want to change the level of a course (from AP to Honors or Accelerated to Honors etc.) the course override form must be completed (see your school counselor). Parent and SV administration must approve of the level change. Override form requests are final once approved by administration.

Any withdrawal from a course beyond the drop/add period will result in a 'W' or 'WF' grade to be placed on the transcript. A student who is passing a class, but is choosing to withdraw from the class with parent approval will receive a "W" on their transcript to indicate the withdrawal. A 'W' will not be calculated against a student's GPA. A student who is failing a class and choosing to withdraw from the class with parent approval will receive a 'WF' to be calculated in the student's GPA as an 'F' and no credit will be awarded.

Cyber Academy - Penn Delco Online (PDO)

Please contact your student's school counselor for more information on the cyber academy program and enrollment requirements.

Delaware County Technical School

The Delaware County Technical Schools provide students with career and technical education in a variety of programs. Students can remain at Sun Valley and attend Technical School part-time. See the course selection guide for more details.

Application Process:

There is a very competitive and rigorous application process in order to gain acceptance into The Delaware County Technical School. Students must complete an application and personal statement explaining why he/she would like to attend Technical School.

A multi-disciplinary team carefully reviews all students' applications, grades, attendance, and discipline records. All applicants must be in good academic class standing and must meet all deadlines.

Attendance:

All students are expected to attend Technical School classes each day that they are present at Sun Valley. Any scheduled early dismissal or known absence must be cleared through the Sun Valley Guidance Office at least two days in advance. Technical School students who become ill during the school day must see the nurse at Sun Valley or Technical School to be sent home. Students will be following the Technical School calendar throughout the year.

Discipline:

Technical School students are representatives of Sun Valley High School and are expected to adhere to all Sun Valley and Technical School rules and regulations. Students must adhere to the Sun Valley and Technical School codes of conduct or risk dismissal from the program.

Grades:

Grades earned at Technical School will be incorporated into your Sun Valley report card, GPA and class rank. If a student should earn a failing grade in his/her Technical program, the student will not return the following school year.

Transportation:

Transportation is provided to and from the Technical Schools. Any violation of the bus rules may result in a loss of bus privileges to Technical School, and the parent/student will be responsible to provide his/her own transportation. Students are permitted to drive or ride with another student provided they obtain a driving/riding permit. These permits are obtained from the Technical School and must also be approved by and provided to Sun Valley High School. Parents and students must sign the permit form, which lists the rules and regulations for driving/riding to and from Technical School. Failure to comply may result in revocation of driving privileges.

Dual Enrollment

Penn-Delco is expanding its educational opportunities by partnering with local colleges/universities to offer dual enrollment opportunities. Students must determine eligibility for any dual enrollment programs by completing an internal application form and then meeting all application expectations of that individual dual enrollment school. Students must meet entrance requirements which may include SAT scores or a placement exam as determined by the college. Students may be responsible for the cost of the course, books, and other fees. Credits and the college transfer process are the responsibility of the student. There are possible grants available to subsidize costs depending on the program. Sun Valley currently has partnerships with University of Delaware, DCCC, and West Chester University. Please see the Sun Valley course catalog for more information.

Final Exam Procedures

All full year courses must give midterm and final examinations. Students are required to remain in the exam room for the duration of the exam period. Any student who fails to take an exam in a course will receive a zero. Twenty percent of the student's final grade in the course will be determined by the grades on the midterm and final examination.

Financial Aid Night

Sun Valley High School hosts a Financial Aid Night each October with a presentation by a PHEAA representative to offer more information to parents and students every fall. We recommend juniors, seniors and their parents attend. Delaware County Community College offers a FAFSA completion night annually for Seniors.

The Counseling Office also receives information on financial aid and informs students of available scholarships by way of morning announcements and Naviance.

Gradebook Codes (in Schoology)

Schoology Icon	What does this mean?
 Missing	Student can still turn in work labeled as missing. Missing assignments are calculated as a zero, and will remain a zero if the student does not turn in the work by the designated timeline.
 Submitted	Student submitted the work/assignment and will be graded accordingly.
“0”	Student is no longer able to submit this assignment. The grade for this assignment is a zero.
 Excused	Student is exempt from completing this assignment. This does not negatively or positively impact the student's grade.

Grades (How Often Are They Updated?)

Teachers will update Skyward weekly to ensure students and their families have an accurate representation of student progress. The most up to the minute grades can be reviewed in Schoology. Report card grades, final grades, and weekly progress can be reviewed in Skyward. Academic eligibility for sports and extracurricular activities depends on grades in Skyward. We highly recommend students and their families monitor frequently and reach out to their teachers and / or counselors if grades begin to decline, or if there is a discrepancy.

Grading Errors

Students who believe they have received an incorrect grade should speak to their teachers. If the grade is incorrect it is the teacher's responsibility to complete a grade change form and submit to administration.

Homebound

In the event of extended illness or injury (4 weeks or more) homebound tutoring is available by contacting the Office of Pupil Services in the Administration Building. This procedure requires a physician's certification. Students on homebound are ineligible to attend or participate in all extra-curricular activities, i.e., athletic events, dances, proms and school productions. Homebound students will be evaluated using the standard Sun Valley grading system. Homebound grades will be combined with the preceding or subsequent grades.

Homeschooling

For more information, please contact the Student Residence Assistant, 610-497-6300, X1324.

Honor Roll

Distinguished Honor Roll

All students who earn an average between 90% and 100% on all courses, with no grade below 90%.

Honor Roll

All students who earn an average between 80% and 100% in all courses, with no grade below 80%.

Keystone Testing

The Commonwealth of Pennsylvania requires all students to take Keystone Exams in Algebra, Biology, and Literature. Students who do not demonstrate proficiency on the Keystone Exams may be scheduled into semester-long 0.5 credit lab courses to recover content, master skills, and retake the corresponding exam(s). Passing the Keystone content exams with a Proficient or Advanced is the recommended pathway for Graduation based on Act 158 requirements that started with the 2022-23 school year. Alternate pathways are available. See Act 158 requirements for additional information.

Military

If you have any interest in attending one of the service academies such as West Point, Naval Academy, Air Force Academy, etc. you must begin the application process in the second semester of your junior year. The process includes completing a pre-candidate questionnaire and requesting a nomination from your U.S. Senator, Representative or some other nominating authority.

Notification to Military Recruiter

As a requirement of the No Child Left Behind Act of 2001, military recruiters are entitled to receive the name, address and telephone listing of juniors and seniors in high school. Parents may opt out of this requirement by writing a letter/e-mail requesting to remove their child from this list and delivering it to the high school main office.

Naviance

The Sun Valley High School Counseling Office has selected Naviance Family Connection to assist our students in managing the college and career planning process. Family Connection is a comprehensive website that students and parents can use as a tool in planning for their future. We encourage our students to utilize this website throughout their high school years.

Go to the following online website: <https://connection.naviance.com/sunvalleyhs>.

Summer School

Students who have failed a course during the school year have the opportunity to attend summer school, and may incur an additional cost. Students will receive the original class credit on their transcript and receive the number grade on their transcript for the remediation course after successful completion of the summer school session. In special circumstances where students cannot attend summer school to make up failed courses (and with prior SV administration prior approval), approved tutors shall be permitted to provide 30 hours of tutoring to students which will equal one (1) credit towards graduation and/or promotion if a satisfactory mark is earned. Such tutoring shall be paid by the parent or guardian.

Transfer Student Policy

Students transferring in credits may not exceed the cumulative weighted grade point average that could have been achieved at Sun Valley High School.

Transfer Credit Deadline

Students transferring into Sun Valley after the first semester are not eligible to earn credits for courses not listed on their current schedules. Students will be placed in a minimum of 6.0 credit classes with the opportunity to earn credits in all previous school district listed classes that align with Sun Valley classes.

Transcript Requests

Students and parents (if under 18) must sign a release form in order for the transcript to be sent to any outside entity. The release form is available in the Counseling office. Once the release form has been received by the Counseling office, students will utilize Naviance to request transcripts for all college, career, and scholarship opportunities. Students must request their transcript a minimum of 2 weeks before the application deadline and are solely responsible for managing their own timelines. Students must inform the Counseling Office if your school requires mid-year grades after the first semester report cards have been posted. The Counseling office sends final transcripts after all grades have been finalized and based on your response in your senior survey.

Weighted Ranking System

In computing class rank, courses are weighted on the basis of their academic level.

Class rank deciles

Class rank shall be computed by the final grade in all subjects for which credit is awarded. A student's grade point average and ranking by decile in class shall be entered on the student's record and shall be subject to Board policy on release of student records. A procedure by which each student is ranked by deciles according to his/her weighted grade point average. Students will be grouped according to deciles (such as 1st Deciles being the top ranking 10% of the class).

Withdrawals/Transfers

Parents are requested to inform the guidance secretary as soon as they are aware that a student will be withdrawing from Sun Valley. This will enable the office to make arrangements to forward records and initiate closing procedures. No official transcripts will be forwarded until all of the paperwork is properly completed. The telephone number for guidance is 610-497-6300 X2365.

Section III - Athletics

Athletics

Every student at Sun Valley is encouraged to participate in activities. We offer a wide variety of clubs, activities, and teams for all students to find a sense of belonging here at Sun Valley. Faculty sponsors and coaches supervise students involved in these activities. Membership in one or more of these organizations expresses a willingness to contribute to the betterment of the school as well as an interest in having an enjoyable experience with fellow students.

Academic Eligibility

Grade reporting is completed by teachers on a weekly basis. All grades are updated on Friday at noon. The eligibility report is created and distributed to coaches on Friday. Coaches inform student athletes of any academic deficiencies at that time. The report will identify students who are failing any scheduled class.

A student athlete becomes ineligible when failing more than one subject. The period of eligibility begins on the Sunday following the grade report and continues until that Saturday (7 calendar days). If a student is determined to be ineligible during a period of season break, they will remain ineligible until after the next report.

A student athlete will use this time to concentrate on academics in order to achieve eligible status. Students may practice during this time frame at a coach's discretion. The student may not suit up or participate in any interscholastic games during the period of ineligibility.

On the day of marking period grade reports, any student athlete failing more than one subject will become ineligible for a period of fifteen (15) school days. Coaches and administration will monitor the student athlete's grades during this time to determine whether the athlete may participate in practice. Students may not suit up or participate in any interscholastic games during this period of ineligibility.

Attendance Policies and Participation in Sports and Extracurricular Events

Sun Valley High School will adopt the PIAA attendance policy for ALL sports and extracurricular events:

- If a student has been absent from school, according to the attendance calculation policy (see section IV Attendance in this handbook), during a semester for the equivalent of 20 or more school days, they are ineligible to participate in any practice, scrimmage, contest/game, and/or any other extracurricular activity or event until the student has been in attendance for a total of 45 school days following the 20th absence.

Alcohol and Drugs

Players are subject to the SVHS Student Handbook and Penn-Delco Board policies regarding alcohol and illegal drugs. Use of drugs, tobacco and alcohol impairs the student athlete's physical ability and reaction time, placing teammates, opponents and themselves at risk. Any violation of these policies will result in dismissal from the team and possible loss of athletic privilege for the year.

Athlete Bus Policy

Athletes must ride on team buses to and from all athletic events away from the Sun Valley campus. A student may ride home with a parent/guardian only after having completed the transportation waiver form provided at the beginning of the athletic season.

The waiver form must be signed by the parent/guardian and returned to the coach and athletic office. This waiver form only covers the immediate season. A new waiver form must be completed for each subsequent season. After the waiver form is on file, the parent/guardian must inform the coach in person when they will be transporting them after an athletic contest. Student athletes may only be transported by parents/guardians. Failure to follow the athletic bus policy may result in loss of participation privilege in the next athletic contest.

Conduct for Athletes

All athletes will be held to all conditions of the Sun Valley Student Handbook. The athlete may face additional consequences related to the privilege to participate in interscholastic athletics.

Unsportsmanlike Conduct

Unsportsmanlike conduct is not tolerated and will be dealt with by the Sun Valley administration swiftly. Consequences may vary from extra physical activity, loss of playing time, suspension, or dismissal from the team, depending on severity and number of occurrences. Each incident will be dealt with on a case by case basis.

Game Misconduct

A student receiving a red card during interscholastic competition is automatically suspended from the rest of the current game as well as the next contest. If it is the last game of the season, the student will miss the first game of the season the following year.

Any student ejected from a contest by an official for unsportsmanlike behavior, will be required to leave the game immediately and will also miss the next game.

Any student who is ejected from a Contest by a registered official and a component of the ejection is confronting, contacting or addressing a Coach, contestant or official using foul or vulgar language, ethnic or racially insensitive comments or physical contact will be disqualified from competition for the remainder of the day and for the next two (2) Contests including all Contests on the next two (2) Contest days.

Any student who is ejected from a contest will meet with the Athletic Director before the next contest. The Athletic Director, at his/her discretion, may impose further disciplinary action.

Gross Misconduct

Defined as, but not limited to, stealing, extortion, vandalism, harassment, fighting, intimidation, bullying and repeated disrespect of faculty and staff. Students are suspended from school and will receive additional consequences from the athletic department, including suspension, dismissal from team or loss of athletic privileges for the entire school year.

NCAA Eligibility Center

The NCAA Eligibility Center must declare student-athletes wishing to participate and be eligible for athletic scholarships/participants at the Division I and II level during their senior year. It is imperative that the student and/or parent notify the guidance counselor regarding applying to the NCAA Eligibility Center so that appropriate scheduling can be maintained. Registration is required during the student's junior year. More details and information may be obtained through the NCAA website. <https://web3.ncaa.org/ecwr3/>

Physicals, Concussion Testing & Sudden Cardiac Arrest Acknowledgement

All Sun Valley students wishing to participate in interscholastic athletics must have passed an initial physical examination performed by a licensed physician of their choice.

The Pennsylvania Interscholastic Athletic Association (PIAA) has mandated their Comprehensive Initial Pre-Participation Physical Evaluation (CIPPE) form as the only physical form to be accepted. PA Department of Education physical exam forms cannot be accepted.

The required CIPPE forms are available online at the Sun Valley Athletic Page website under the "Physical Forms" link. . They are also available from the PIAA website (www.piaa.org).

All physical exams must be dated after June 1st and before the start of the practices each school year before an athlete can participate. Parents/Guardians are encouraged to schedule annual check-ups/physicals within the June 1 - August 1 window in order to avoid potential insurance limits and co-pays. By doing so the physical exam is good for the entire school year - not calendar year, barring an injury or illness after the initial physical exam.

Athletes must turn in all required, completed forms to their coach on the first day of practice. Do NOT fax forms! We must have the original forms with signatures for our files. Copies cannot be accepted.

The Athletic Department will keep the forms on file the entire school year; however, we recommend you keep a file at home for your records. Please be reminded that all sections of the CIPPE form must be completed correctly and returned prior to participation.

All student athletes will be administered the Concussion Vital Signs baseline examination prior to competing in interscholastic sports. Athletes will be tested every two years.

In addition, students and parents must read, review and sign sections 3 and 4 of the PIAA CIPPE regarding Concussion Management and Sudden Cardiac Arrest information. Both forms must be signed by parents/guardians and student athlete in order to participate.

Sports Attendance Expectations

Practices are essential for proper conditioning, improvement and teamwork. Therefore athletes are required to attend scheduled practices. Students must be present in school, according to Sun Valley's attendance policy, and attend every class in order to be considered eligible to participate in practice, scrimmages or games. Doctor's notes, pre-approved excused absences from administration (i.e. college visit), and funeral attendance are the exceptions to this requirement.

Section IV Sun Valley Clubs, Honor Societies, & Extracurricular Activities

Class Sponsored Activities

Participation in all class-sponsored activities is a privilege not a right.

All class activities are coordinated and directed by the class officers and their sponsor with administrative approval. Dances, floats, dues collection, fundraising, trips, class meetings, and senior activities are all the responsibility of class officers. Officers consist of President, Vice President, Secretary, Treasurer, and Historian.

During any campaign, all class office candidates must receive administrative approval of all posters/signs, etc. prior to any public posting.

Any class officer receiving more than one suspension or being academically ineligible at the end of any marking period may be removed from his/her elected office.

Any class officer whose integrity is questioned due to inappropriate behavior unbecoming of a Sun Valley student may be removed from their office and will not be allowed to hold an office during the current year or the next year.

We encourage all payments for class activities to be paid by school pay but can be paid by check or money order. Cash will be accepted for any payment under \$150.00. Any cash payment over \$150.00 will be paid in the office.

****All activities must receive prior administrative approval.**

Class/Field Trips

Teachers or class advisors sponsor Field Trips. Students are subject to the rules and regulations imposed by the teacher or administrator for the field trip. All school rules apply. All student bags will be searched before any overnight trip. Students are not refunded for loss of trip privilege due to school eligibility.

Class Dues

Class dues will be collected in the junior and senior years only, and will be paid in a lump sum. Class dues cover various items and activities that are summarized in each year's class dues summary. Students must pay class dues by the deadlines established by each class in order to participate in class-sponsored activities. Arrangements may be made with class sponsors if there are situations, which necessitate the delay in payment of class dues. If class dues are turned in after the due date, a late fee will be charged. All payments for class dues and activities are to be by school pay, check or money order, or cash. Class dues are non-refundable.

Class Contracts

Class contracts will be provided to each student group from the class advisors at the beginning of the student year that describe class events, financial obligations for participation, as well as eligibility requirements.

Eligibility for School Events

All school-sponsored events, including but not limited to class dances/proms, participation in athletic events and activities, are subject to eligibility standards which include academics, behavior, and attendance. Students who fail to meet school wide expectations regarding attendance, academic eligibility, and discipline, may be restricted from participating in extracurricular activities and monies will not be refunded. Students who are frequently late to school, or frequently absent from class, may be excluded from extracurricular activities and events.

Dance/Prom Regulations

Dances are not required but are special additions to Sun Valley High School social life. With privileges come responsibilities. In order to continue having dances, there are rules that must be followed:

All school rules apply to students during the dances.

- Each student is permitted to bring one (1) guest with him/her and they must arrive together.
- All guests must also have a picture I.D. or their high school schedule.
- Students are responsible for the actions of any guests that they bring to school dances.
NO DATES CAN BE 21 OR OLDER TO ATTEND SCHOOL DANCES.
- All dates must arrive with the SVHS student.
- No one will be admitted after one (1) hour after the dance begins without prior permission.
- No one is allowed to leave the dance early without prior permission.
- It is the student's responsibility to make sure that a ride home is available at the end of the dance.
- Breathalyzers may be used at all dances, proms or any other time a student is suspected of being under the influence of an illegal substance.
- For Proms, only members of that class are permitted to buy tickets.
- *If a student is suspended from school during the date at which the dance is to be held, that student may not attend.*
- All bags / purses are subject to search.
- All purchased tickets are assigned to the specific student and are non transferable.
- Additional policies may be required based on the venue and/or extenuating circumstances.

Financial Responsibilities

Throughout the school year, students might owe money to Sun Valley High School for a variety of reasons including: class dues, fundraisers, extra-curricular activities, cafeteria balances, lost or damaged property, replacement ID cards, and returned / stop payment on checks. It is important that payment occurs promptly. Administration may restrict participation in any extracurricular activities if students have a financial obligation; this includes dances, proms, non-instructional class trips, parking privileges, and clubs. If the amount is not paid by senior year graduation, students will not be allowed to participate in the graduation ceremonies.

List of Clubs and Activities

Students must be present in school, according to Sun Valley's attendance policy, and attend every class in order to be considered eligible to participate in practice, scrimmages, games, or any extracurricular activity. Students who exhibit inappropriate behavior at an extracurricular activity or event may be asked to leave the event. Those students may also be given detentions and/or be suspended at the discretion of administration. Offenders may be prohibited from attending future extracurricular events.

Any student receiving Homebound Instruction or Instruction in the Home, or is placed elsewhere for administrative/discipline reasons may not participate in any extracurricular activities associated with Penn-Delco School District unless otherwise approved by the Penn-Delco School District administration. This includes but is not limited to sporting events, dances, evening programs, class trips, and proms.

Any student suspended for any reason may be restricted from any and all extra-curricular activities as well as participation in class trips at the discretion of the administration.

Student Activities

In order to participate in a practice, scrimmage, or game, the student must attend every class according to Sun Valley's attendance policy. Students who are suspended in or out of school, are ineligible to participate or attend sporting or extracurricular events the day of their suspension. Additional PIAA eligibility policies are explained in Section IV Attendance of this handbook.

Students who exhibit inappropriate behavior at an extracurricular activity or event may be asked to leave the event. Those students may also be given detentions and/or be suspended at the discretion of administration. Offenders may be prohibited from attending or participating in future extracurricular events.

Any student receiving Homebound Instruction or Instruction in the Home, or is placed elsewhere for administrative/discipline reasons may not participate in any extra-curricular activities associated with Penn-Delco School District unless otherwise approved by the Penn-Delco School District administration. This includes but is not limited to sporting events, dances, evening programs, class trips and proms.

Any student suspended for any reason may be restricted from any and all extra-curricular activities as well as participation in class trips at the discretion of the administration.

Section V - Attendance

Attendance Policy

A child must comply with compulsory attendance requirements from age 6 to 18. Specifically, a child who has attained the age of 6 on or before September 1 must enroll and attend school or begin a homeschool program that year. Additionally, any student less than 18 must comply with the compulsory school age requirements.

Regular attendance at school is an important part of every student's success and is necessary in order to gain the greatest benefit from the educational experience. Students who are frequently absent from school miss direct instruction and regular contact with their teachers. Commonwealth of Pennsylvania law and School Board policy require regular daily attendance. When absences accumulate, it may ultimately result in academic difficulty.

Lawful Absences

Absences will be "lawful" if the student submits an excuse explaining the absence either [via the SchoolMessenger SafeArrival absence reporting platform](#) or via written note. **Parents and guardians have 5 days after an absence to [submit a written note](#). A maximum of 10 cumulative absences shall be permitted during the school year.** In other words, a student may submit a MAXIMUM of 10 parent notes in one school year. After 10 parent notes (lawful absences), a student will require a note from a physician dated the day of the absence. No "blanket" notes will be accepted.

Make up Work Following Excused or Lawful Absence

When a student is legally absent from class, it is the responsibility of the student to make up missed work. Students should contact their teachers via email or Schoology message about work/assignments due. In the Schoology gradebook, the missing work that still needs to be submitted will be marked with the  Missing symbol. A reasonable guideline is that the amount of time allowed to make up missed work should not exceed the amount of time the student was absent. Students absent the day of the test, may be required to make up the test the day they return. Assessments or assignments, for which advanced notice has been given, will still be due on the specified date. Absence the day prior to an assessment or the due date of the assignment of this nature, does not relieve the student from the responsibility of taking the assessment or submitting the assignment.

Unlawful Absences

An unlawful absence shall be defined as an event in which a student is absent without a valid, acceptable note received within 5 days of the absence (maximum of 10 parent notes per year). A student is considered habitually truant when he or she accumulates 6 or more unlawful absences.

After 10 cumulative absences, with or without a parent note, a doctor's note (dated the day of the absence) will be the only valid note accepted to excuse an absence.

Once a student accumulates 3 or more unlawful absences documenting truancy, a letter is mailed home to the parent. If a student accumulates 6 or more unlawful absences (habitually truant), the school is required to create a SAIP (Student Attendance Improvement Plan). District staff shall notify the guardian in writing and by email/telephone of the date and time of the SAIP meeting. The purpose of the SAIP is to examine the student's absences and reasons for the absences in an effort to improve attendance with or without additional services. Neither the student nor the guardian shall be required to participate, and the SAIP shall occur even if the guardian declines to participate or fails to attend the scheduled conference.

Students who arrive to class/school after 10 minutes without a valid excuse, will be considered absent for the class period. This unexcused/ unlawful absence will be considered a "class cut" and the code of conduct, along with the attendance policies, will be followed. Additionally, any work assigned may not be made up by the student.

Please refer to Penn-Delco's Attendance Policy 204

Make up Work Following Unexcused or Unlawful Absence/Tardy

Students who miss a class due to an unexcused absence/unexcused tardy (ie. cutting class, late to school or class by 10 minutes* without an acceptable note from guardian/physician etc.) will miss teaching and learning activities including assessments and assignments. Assessments or assignments missed as a result of an unexcused absence/unexcused tardy will result in a grade of zero. Students are responsible for learning the content that was missed. Making up assignments may be required to learn the content, but may not be eligible for grading.

*Students who are tardy by less than 10 minutes on a repeat basis, will also be held to the same standards.

Attendance Codes

Unexcused Attendance Codes: entered by the main office or the teacher of record

A: Unexcused Absence entered by the main office if the parent calls the attendance hotline in the morning to report their child absent. This absence MAY become excused if proper documentation is submitted within 5 school days to the attendance desk. Email: svhs-attendance@pdsd.org; Phone: 610-497-6300 x 2375

TRA: Teacher Recorded Absence entered by the classroom teacher if the student did not attend the class.

If a student is marked absent (TRA, A, EA) for three or four periods, it counts as a half day absence, five or more periods count as a full day absence. Homeroom is considered a class period and will be used toward these calculations.

TLC: Teacher Late to Class entered by the classroom teacher if the **student physically enters the classroom after the class has begun**. Repeatedly being late to class may result in loss of privileges and/or may affect grades.

Excused Absence Codes – entered by the main office ONLY if the student submitted a note within the timeframe allowed.

EA PN: Excused Absence Parent Note entered by the main office if the student submitted a parent note with an acceptable excuse within 5 school days of their return. ***There is a maximum of ten cumulative absences allowed, for absences and tardies combined, per school year. The eleventh and future absences will only be excused with a doctor's note dated the day of the absence.*

DN DN: Excused Absence Doctor Note entered by the main office if an absence note from a Medical doctor, dated the day of the absence, is submitted within 5 school days.

SB: School Business entered by the classroom teacher, guidance, or the main office, for a variety of reasons including, but not limited to: student meeting with counselor, student in main office, teacher authorized asynchronous learning (either prior to, or immediately after a class) etc.

ERS: Early Release Sports entered by the main office for students participating in a school sponsored athletic event that will require them to leave school prior to regular dismissal.

EDA: Early Dismissal Excused entered by the main office for students who submit a note requesting to leave school prior to regular dismissal for a lawful reason.

Absence Calculations

Half Day Absence

A half day ($\frac{1}{2}$ day) absence will be recorded for any student who is marked A and/or TRA for any three or four periods in one day. All makeup work and excused/unexcused policies will remain in effect, even if the student misses less than three periods.

To remain eligible to attend or participate in any school sponsored extracurricular activity, students **MUST** be present for at least $\frac{1}{2}$ of their academic day. For example, if the student is only scheduled in three courses at Sun Valley, he must be present for two of those three periods.

Full Day Absence

A full day absence will be recorded for any student who misses more than four periods in one day.

Homeroom is considered a class period and will be used toward these calculations.

Absence Notifications

At Penn-Delco, one of our greatest priorities is ensuring that all of our students arrive safely at each school each day. To that end, we utilize a student absence reporting system called *SafeArrival*. With *SchoolMessenger's SafeArrival*, you are asked to report your child's absence **before the beginning of the school day** by using any of these 3 convenient methods:

1. Using your mobile device, download and install the School Messenger app from the Apple App Store or the Google Play Store (or from [the links at go.schoolmessenger.com](https://go.schoolmessenger.com)). The first time you use the app, select Sign Up to create your account. Select Attendance then Report an Absence.
2. [Use the SafeArrival SchoolMessenger website: go.schoolmessenger.com](https://go.schoolmessenger.com). The first time you use the website, select Sign Up to create your account. Select Attendance then Report an Absence.
3. Call the toll-free number (888) 635-0460 to report an absence using the automated phone system. *This number is the same attendance reporting number for all Penn-Delco Schools.*

Please note that your username and password are the same for either the mobile app or the website. Options for reporting are available anytime, 24 hours a day, 7 days a week *up to the cutoff time on the day of the absence*. More information about the SchoolMessenger SafeArrival Absence Reporting Platform [can be found at pdsd.org/attendance](https://pdsd.org/attendance).

Parents and guardians with updated phone numbers in the Skyward Student Information System will receive an automated phone call at 8:45 am if their student had a first or second period class scheduled, but did not report.

Parents and guardians with updated email addresses in the Skyward Student Information System will receive a "Full Day Absence Notification" in the form of an automated email at 2:30 pm if their student missed more than four academic periods in one day.

Parents and guardians with updated email addresses in the Skyward Student Information System will receive a "Half-Day Absence Notification" in the form of an automated email at 2:30 pm if their student missed more than two, but less than four, academic periods in one day.

Parents and guardians with updated email addresses in the Skyward Student Information System will receive a "Single Period Absence Notification" in the form of an automated email at 2:30 pm if their student missed only one academic period in a day.

All absences are considered unexcused and unlawful until proper documentation is submitted. If the absence is not reported in a timely manner via SafeArrival, [a written note must be submitted within five days of the absence](#).

Please refer to Penn-Delco's Attendance Policy 204.

Early Dismissals

It is expected that all efforts be made to schedule appointments during non-school hours. However, it is also understood that events occur for which we are unable to prepare. If an early dismissal is needed, requests must be made in written form from a parent/guardian and the note should contain the parent's phone number, time and date of dismissal, and the reason for the dismissal. Students and/or emergency contacts are not permitted to write an early dismissal note. If a student misses three or four class periods, it counts as a half day absence, five or more count as a full day.

Late Arrivals Definitions:

Excused Late/Tardy: Arrival to school after 7:30 a.m. due to illness verified by documentation from a medical professional, death of an immediate family member, required court appearance, religious holidays or extreme emergencies as determined by school administration. Attendance is taken each period; therefore, excused late will appear as EA for each period missed once the student provides documentation to the main office.

Unexcused Late/Tardy: Arrival to school after 7:30 a.m without a valid excuse (see above). Car trouble, sleeping late, or an illness without a doctor's note, will be considered an unexcused late and adversely affect the student's attendance. Attendance is taken each period; therefore, being late to school will appear as TRA for each period missed. If a student misses three or four class periods, it counts as a half day absence, five or more count as a full day. [See unexcused absence make up work policy for additional information](#). When a student is late to school, he or she must report to the office and swipe in at the late kiosk.

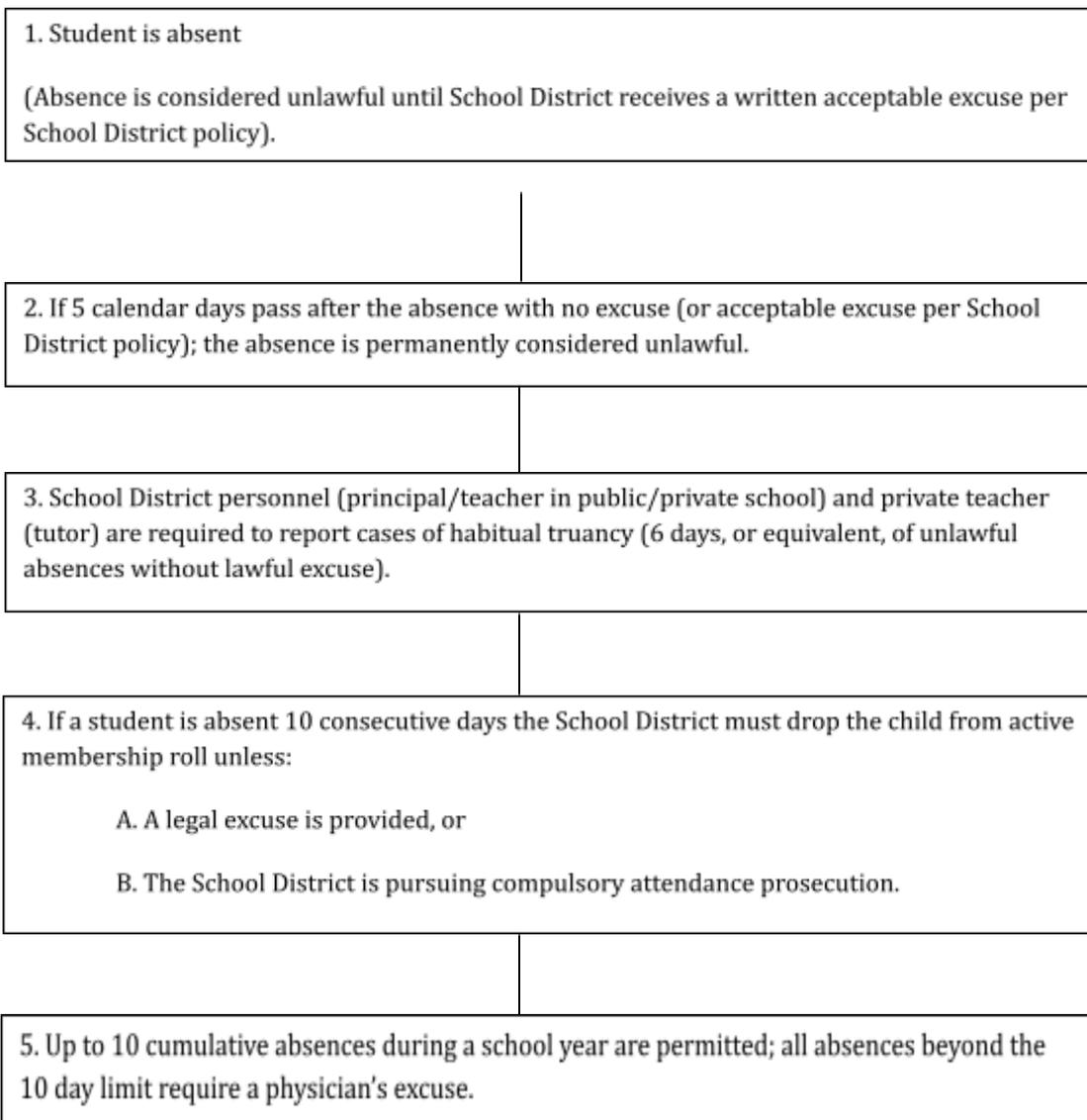
Loss of Privileges: Excessive lateness to school may result in loss of school privileges. These include but are not limited to student parking and attendance/participation in extracurricular events and activities such as dances and games.

Extended Absences

For absences beyond one week, it is advisable that the student or his/her guardians contact the school counselor via email or Schoology message regarding the nature of the absence. Depending on the situation, and after the counselor consults with Sun Valley administration, the team will generate a plan regarding make-up work.

****Excessive absences, even when excused, affect learning. Missed learning experiences can never fully be made up.****

Truancy



Vacations

Vacations should not be planned when school is in session. If a vacation during the school year cannot be avoided, it cannot be considered an excused absence unless requested in writing and approved by the principal. Vacations will not be approved during the Keystone testing window, mid-year, or final examinations. The district will approve up to five vacation days per student per year. Students will be required to make up classroom work within five days of the student's return unless other arrangements are made with the teacher.

Keystone, Mid-Year, and Final Assessment Dates

The annual state assessment for all students in grades 3 – 12 will be administered on predetermined dates. It is imperative that all students attend school during these dates. Students at Sun Valley must be in attendance for Mid-year and Final Exams. Please avoid scheduling trips or vacation one week before or during these periods.

Keystone Exams Winter Wave Weeks of January 6th & January 15th

Keystone Exams Weeks of May 13th & May 16th

Mid-Term Exams – January 21st - 24th

Final Exams (seniors) – June 3th - June 6th

Final Exams (9th, 10th, 11th) – June 10th -13th

Section VI - Student Expectations

PBIS Expectations

	Ready	Respectful	Responsible
Bathroom	Use the nearest bathroom Eliminate bodily waste Wash hands Return to class quickly	Respect others' privacy Use school appropriate language Keep the bathroom clean and ready for others to use at all times	Throw away trash Use the bathroom only to eliminate bodily waste Report any issues (vandalism, bullying, broken or missing soap dispensers, hand dryers, etc) to trusted adult
Cafeteria	Swipe in with your ID Bring a hall pass if you intend to leave the cafeteria to see a staff member	Listen to staff and follow their directions Use school appropriate language Be kind to staff and other students in words and actions Keep hands, feet, and objects to yourself	Go to cafeteria only for scheduled lunch period Pay for food and drinks Throw away trash Clean up after yourself Report any issues to a trusted adult Follow directions for dismissal
Technology (incl Cellphone, Chromebook, etc)	Keep cell phone on silent Bring appropriate chargers Keep passwords safe and secure Maintain an appropriate digital footprint (positive social media habits)	Follow the staff directions on cell phone use during class time. Obtain permission to record audio, video or pictures of students and staff Be supportive and positive in your posts and messages	Charge your devices at night Recognize when device use is appropriate (between classes, teacher directed use, cafeteria, study hall) Follow staff directions on device use Report any issues to a trusted adul.

<p>Classroom</p>	<p>Be in your seat when the bell rings</p> <p>Bring materials needed for class</p> <p>Follow the staff directions for technology use</p>	<p>Listen</p> <p>Wait for your turn to talk</p> <p>Use school appropriate language</p> <p>Be kind to staff and other students, in words and actions</p>	<p>Ask questions</p> <p>Ask for help</p> <p>Follow directions</p> <p>Make meaningful contributions</p> <p>Follow staff directions on dismissal</p>
<p>Dress Code</p>	<p>Dress for your class requirements (ex: gym)</p> <p>Consider safety while dressing for school (ex: Phys Ed, Science, FCS)</p>	<p>Messages on shirts should be positive and age appropriate</p> <p>Follow staff directions for clothing and footwear.</p>	<p>Dress for the class and the climate</p> <p>Bring extra clothing as needed</p>
<p>Hallway</p>	<p>Go directly to your destination</p> <p>Walk and talk with a purpose</p> <p>Be able to hear directions from staff</p> <p>Have a hall pass if it's during class time</p> <p>Smile, you're on camera</p>	<p>Be kind to staff and other students in words and actions</p> <p>Be mindful of classes in session (be quiet)</p> <p>Use school appropriate language</p> <p>Keep hands, feet, and objects to yourself</p>	<p>Stay to the right (except to pass)</p> <p>Move quickly and safely</p> <p>Throw away trash</p> <p>Be aware of your surroundings</p> <p>Report any issues to a trusted adult</p>
<p>School Wide Events (Assemblies, Pep Rallies, Games, etc)</p>	<p>Sit in designated area</p> <p>Follow directions from the staff and officials (participants and observers)</p>	<p>Maintain a welcoming environment</p> <p>Keep hands, feet, and objects to yourself</p> <p>Be kind to staff and other students in words and actions</p> <p>Use school appropriate language</p>	<p>Throw away trash</p> <p>Report any issues to a trusted adult</p>
<p>Transportation</p>	<p>Give yourself time to be on time</p> <p>Sign up for late bus ahead of time</p>	<p>Park only in your assigned spot</p> <p>Be kind to crossing guards, drivers, and others in words and actions</p>	<p>Obtain a parking permit or take the bus</p> <p>Ride only the bus you've been assigned</p> <p>Be aware of your surroundings</p>

Code of Conduct

Disciplinary Offenses

Level I - These behaviors disrupt classroom procedures or interfere with the orderly operation of the learning environment. They warrant a response from the classroom teacher. A list of possible offenses and consequences are listed in the tables below and are not exhaustive.

Offenses	
Bus Misconduct Cheating or Lying (minor) Cutting Class Defiance/Insubordination/NonCompliance Disrespect (minor) Disruptive Behavior (minor) Dress Code Violation (minor) Failure to Serve Detention	Horseplay Left Class Without Permission Left School Without Permission Out of Bounds (minor) Parking Violation Public display of affection (minor) Tardy Unexcused Technology Violation (minor)

Potential Responses, Interventions, Consequences	
Reteaching expectations Verbal & Non verbal prompts Student conference Seat change Student behavior contract Redirection to alt. Activity Proximity Loss of classroom privilege Restitution Apology	Reward for alternative Behavior Stretch break Distraction statements Counselor loop in Parent Phone Call Planned ignoring Classroom reflection sheet Detention (after school or lunch) Student suggested intervention Daily report

Level II - These behaviors are those whose frequency or seriousness tend to disrupt the classroom or school environment. These infractions, which include a continuation of Level I behavior, warrant an Office Discipline Referral (ODR) and require the intervention of administrators because Level I disciplinary options failed to correct the situation. A list of possible offenses and consequences are listed in the tables below and are not exhaustive.

Offenses	
Defiance/Insubordination/NonCompliance	Multiple & Repeated Offenses (of Level I offenses)

Potential Responses, Interventions, Consequences	
Restitution Apology Restorative Meeting	In School Suspension Out of School Suspension

Level III - These behaviors take on added seriousness because they involve a violation of the personal or property rights of others. These may include criminal acts and the administrative staff will immediately contact law enforcement authorities. A list of possible offenses and consequences are listed in the tables below and are not exhaustive.

Offenses	
Bullying Burglary Criminal Trespass Disorderly Conduct Driving Violation Fighting Instigating/Escalating Conflict	Obscene language Possession, Use, or Under Influence of Contrl Subst Possession or Use of Vape Robbery Terroristic threat Vandalism/Property Destruction Violation of right to privacy

Potential Responses, Interventions, Consequences	
Restitution Apology Restorative Meeting	In School Suspension Out of School Suspension Expulsion

Level IV - These behaviors are those which pose a threat to the safety of others in the school. These acts may include criminal acts and the administrative staff will immediately contact law enforcement authorities.

Offenses	
Aggravated Assault Arson & Related Offenses Assault of student or staff Bomb Threats	Extortion Possession of Weapon Theft or possession of stolen property

Potential Responses, Interventions, Consequences	
Formal Conference(s) Restorative Meeting Out of School Suspension	Expulsion Police Involvement

Cutting Class

Any student who misses a class(es) for any illegitimate reason or who leaves school without proper permission may be considered to be cutting the class.

Response for cutting class are as follows:

1st Class Cut

- Teacher calls parent
- Teacher conferences with student
- Teacher enters warning in Skyward

Subsequent Class Cuts

- Teacher does NOT have to accept missed assignments or schedule makeup assessments
- Teacher enters office discipline referral in Skyward (provided that they have already called a parent and held conference with student for previous class cut).
- Administrator or Dean calls parent
- Administrator or Dean facilitates restorative meeting and/or additional consequences such as loss of school privileges and/or in-school suspension

Smoking / Vaping

Due to Pennsylvania Act 145 of 1996 and research related to the physical dangers associated with tobacco products, smoking, vaping, and the use of tobacco products are not permitted on school property. There is no smoking/vaping on school grounds.

Any student found smoking, in possession of a cigarette, vaping device, smoking paraphernalia, or any tobacco products anywhere on school property will be suspended up to three days and may be required to enroll in a vaping cessation program. Length of suspensions may increase based on the number of offenses committed.

In addition to suspension, any student found in possession of tobacco products on school property or in school will be subject to a fine, plus court costs pursuant to the penalties set forth in Pennsylvania Act 145 of 1996.

Refusal to Obey School Personnel

Any student who is asked to leave a class for any reason should report to the office immediately. Students who fail to follow the directives of school personnel or fail to leave in a timely fashion are considered insubordinate.

Disciplinary Consequences

Detentions:

Lunch Detention (Teacher) - Students assigned a lunch detention by a teacher will be given a hall pass. Students will get their lunch from the cafeteria then report to the teacher's classroom in a timely manner.

Lunch Detention (Admin) - Students assigned a lunch detention report to the office at the beginning of their lunch period to turn in their cell phone. Student will get their lunch from the cafeteria and then report to the ISS room (or alternate location as specified by administrator).

After School Detention (Teacher) - Students assigned an after school detention by a teacher should report to that teacher's classroom at 2:15 pm and expect to be there until 2:55 pm.

After School (Admin)- Students assigned an after school detention by an administrator should report to the office (or location designated) at 2:15 pm and expect to be there until 3:40 pm (or earlier based on the discretion of the administrator).

Suspensions

Suspension is the most severe sanction that can be imposed on a student and one that cannot be imposed without due process. The Board shall define and publish the types of offenses that would lead to exclusion from school. Exclusions affecting students with disabilities shall be governed by applicable state and federal law and regulations. Sun Valley administration may impose in school or out of school suspension at their discretion.

In School Suspension - Students assigned an in-school suspension will be retained at school during the normal school hours. A suspended student will report each day of his/her in school suspension to the office with enough class work assignments to constructively occupy his/her time. Students may not attend school functions or participate in school activities while on suspension. Suspended students must assume responsibility for making up all school work missed.

Rules for ISS:

1. Cell phones will be taken at the beginning of ISS and returned at the end of the day.
2. All School Rules apply.
3. Students are expected to be seated and working quietly.

Out of School Suspension - Exclusion from school for a period of one to ten consecutive school days. Students may be suspended out of school by Administration. Students may not attend school functions or participate in school activities while on suspension. Suspended students must assume responsibility for making up all school work missed.

Expulsion

Expulsion is exclusion from school by the Board for a period exceeding ten (10) consecutive school days. The Board may permanently expel from the district rolls any student whose misconduct or disobedience warrants this sanction. No student shall be expelled without an opportunity for a formal hearing before the Board, a duly authorized committee of the Board, or a qualified hearing examiner appointed by the Board, and upon action taken by the Board after the hearing.

Student Search Policy

School administrative personnel shall have the authority to require students or other persons under the administration's jurisdiction based on reasonable suspicion to submit to a thorough search. A search may include but is not limited to the following: clothing, handbags, wallets, lockers, school bags, and the person in order to take possession of any unauthorized materials suspected to be in their possession based on reasonable suspicion. Searches by police may be carried out immediately based on reasonable cause.

Drug Detection Dogs

Sun Valley High School may use police certified drug detection dogs to ensure our campus is drug and alcohol free. Unannounced visits by drug detection dogs will occur periodically. This additional safety measure ensures all of our students are safe and the campus is drug and alcohol free.

Cafeteria Regulations

- Students are only permitted in the cafeteria during their scheduled lunch period.
- Students must be in the cafeteria (or the courtyard – weather permitting) during their lunch period. They may not be in the lobby or any other common areas.
- Students cannot leave the cafeteria without a hall pass from a teacher who is expecting them.
- During lunch, students needing to use the bathroom are to use the ones adjacent to the cafeteria with teacher permission.

Violence or Threatening Behavior

Threats, racial slurs, harassment and stalking made from student to student and/or student to staff member will be taken seriously. Such matters will be handled in accordance with the laws of Aston Township, Delaware County, and the Commonwealth of Pennsylvania. Sun Valley works closely with law enforcement officials to ensure a safe learning environment for all students.

Bus Conduct

All school rules shall apply during the student's trip to and from school and on field trips. All improper conduct on a bus may have more serious consequences. Disruptive behavior may distract a driver and result in a serious accident. No food or drinks are permitted on the bus. School bus transportation is a privilege, which can be withdrawn temporarily or permanently when it is abused. Students are to be at their designated bus stop 5 minutes prior to pick-up time.

Cell Phone Policy

The use of personal electronic devices including cell phones are not permitted to be utilized in the classroom, gymnasium, or auditorium unless otherwise directed by a teacher, counselor, staff member, or administrator. Student cell phones (and earbuds) must be away in a book bag, pocket, or locker during instructional class time unless otherwise directed by school staff.

Failure to place away cell phones, ear buds, or other electronic devices following the direction of a school staff member is a code of conduct violation and will result in the below offense schedule.

The use of cell phones/electronic devices, however, will be permitted in the hallways, at passing time, in the cafeteria during the student's lunch time, before school and after school hours. Students should not call or text others who are in class. Phones will be set to vibrate or silent for use in the hallways and cafeteria.

Use of cell phones/electronic devices to capture digital images or any electronic recording of audio or video of another person(s) without their permission is strictly prohibited. Personal privacy violations such as this shall be considered a serious Level III offense, and may result in a referral of the matter to law enforcement entities if such use involved the collection or dissemination of private images, regardless of any consent by the subject.

Cell phones may be confiscated when a student is in the office or the guidance suite for any reason.

1st Offense Upon Refusal

- Restorative Discussion with student following infraction
- Teacher enters warning in Skyward

2nd Offense Upon Refusal

- Phone call to parent (Two way communication)
- Teacher enters warning in Skyward

3rd Offense Upon Refusal

- After school detention with teacher
- Teacher enters warning in Skyward

4th Offense Upon Refusal

- Office discipline referral- Major
- 1 Day phone turned into main office during instructional day

5th Offense Upon Refusal

- Office discipline referral
- Parent Conference
- 5 days phone turned into main office during instructional day

Dress Code

The Penn-Delco School District Board of School Directors recognizes that the legislative authority to provide for a Dress Code Policy has been provided through 24 P.S. § 13-1317.3.

The Sun Valley High School enforces the expectations established by the PBIS team.

A student's dress and appearance should foster a positive and productive learning environment and should reflect pride in themselves and the school. We believe that there is a shared responsibility for dress and appearance between the home and school. Administration will make the final judgment on the appropriateness of clothing or appearance and reserves the right to prohibit students from wearing articles of clothing or items that lead to or may foreseeably result in the destruction or interference of the school environment.

Hall Passes

Every student has an assigned location for each class period. During this time, he/she belongs only in the room specified on his/her roster. To leave their assigned location for any reason, they are to request a hall pass from their teacher. Students are not permitted to leave class without a pass or permission from the teacher for any reason. Students leaving class without permission for any reason may face disciplinary action. Students must have their ID (or temp ID) and present it when asked. The administration may limit passes for any student who abuses this privilege.

Controlled Substances

The complete School Board Policy 227 Controlled Substances/Paraphernalia is attached. Use or possession of illegal substances will be handled in accordance with Penn-Delco School District Policy 227.

Public Display of Affection

Public display of affection within the educational environment is unacceptable. It is the goal of Sun Valley to establish proper modes of behavior for students throughout the school. Teachers will be instructed to use good judgment when observing students who are involved in a public display of affection. However, if a teacher deems that a particular situation is inappropriate, he/she will bring the problem to the student's attention immediately. Chronic offenders will be subject to disciplinary action. Keep in mind that this policy is designed to maintain a comfortable environment and to reinforce proper decorum throughout the school. It is not, however, designed to discourage student friendships in an atmosphere of caring among students and teachers. It is our hope that we will be able to establish reasonable limits in a positive climate for the entire school community.

Out of Bounds

Out of Bounds is broadly defined as any place where a student is not supposed to be during the school day. Out of Bounds is also any unsupervised area where it is known that students are not permitted. Common sense prevails in cases where students are out of bounds. Students with no legitimate purpose for being in an out of bounds location will be considered out of bounds. Some out of bounds areas include but are not limited to: locker rooms, cafeteria at times other than scheduled lunch or study hall, under stairwells, behind doors, unsupervised classrooms, auditorium and gym at unsupervised times, behind the building, in the parking lot, along any unsupervised external perimeter of the building, etc. The administration reserves the right to determine whether an area is "out of bounds." Students caught in out of bounds areas may be subject to disciplinary actions and search.

Weapons

The complete School Board Policy 218.1 Weapons is attached. A weapon includes, but is not limited to, any knife, cutting instrument, cutting tool, nun-chuck stick, brass or metal knuckles, firearm, shotgun, rifle, ammunition, poisons, chemical agent (e.g. mace), slingshot, pellet gun, air gun, explosive device and any other tool, instrument or implement capable of inflicting bodily injury, or causing harm, intimidation or harassment.

Weapons also include look-alike or replica weapons, which are operable and inoperable. Weapons do not include devices authorized by the school for legitimate educational purposes including but not limited to tools, scissors, pencils, and compasses. Any student using an object in a manner-implying harm, intimidation, or harassment will be considered to be in possession of a weapon. Violation of this policy may result in suspension, expulsion, and/or prosecution.

Any person with knowledge of an individual possessing a weapon is instructed to report this to an administrator immediately.

Bullying / Cyber Bullying

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

Bullying means an intentional electronic, written, verbal, non-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 where the student is exposed, repeatedly and over time, to negative actions on the part of one or more students. Bullying is further defined as intentional harming of another person where the bully has more power than the victim.

Bullying 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.

Bullying, as defined in this policy, includes cyber-bullying. Cyber bullying includes, but is not limited to, the following misuses of technology: harassing, teasing, intimidating, threatening, or terrorizing another student or staff member by way of any technological tool, such as sending or posting inappropriate or derogatory email messages, instant messages, text messages, digital pictures or images, or website postings (including blogs) which has the effect of:

1. Placing a student in reasonable fear of physical, emotional or mental harm;
2. Placing a student in reasonable fear of damage to or loss of personal property; or
3. Creating an intimidating or hostile environment that substantially interferes with a student's educational opportunities.

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

Right To Assemble

Scholars shall have the right to assemble at times that do not interfere with the academic process. These meetings, however, must not endanger the health or safety of the school community, must not damage school property and must take place at scheduled times that do not interfere with the educational process.

Right To Organize

Scholars shall be free to organize themselves within the school for political, social and athletic purposes which promise to enrich their educational-cultural experience providing that such groups have "open" membership for scholars and faculty regardless of race, religion, or national origin and so long as such organizations are not detrimental to the educational process or the functioning of the school. It must be noted that certain organizations and activities have specific eligibility requirements that relate to success in academic work. If the number of participants of any organization or activity must be limited, all scholars who aspire and are eligible shall be entitled to try-outs that must be conducted before the final selection of participants is determined. The final determination of participants in those organizations that must be limited shall be the responsibility of the coach or sponsor of the activity. scholars shall not be permitted to engage in the selection of other scholars for membership on teams, in clubs, or in any other school-centered function or activity that will enable scholars to maintain a self-perpetuating organization.

Right To Petition

Scholars have the right to petition or survey concerning in-school or out-of school issues. The exercise of this right must not disrupt the educational program.

Social Media

Social Media can impact school culture positively or negatively. Anything posted on social media is potentially visible to anyone forever. The Sun Valley community is encouraged to be supportive and positive in their posts and messages. It is important to remind students that, even when "private," the information they put on social media platforms becomes part of their own digital footprint and may have significant impacts on their future.

School Restrooms

Sun Valley High School has multi-user and single-user restrooms to maximize the convenience and privacy needs of all students. The use of single-user restrooms shall be a matter of choice for all students, and no student shall be compelled to use such a restroom.

Some key expectations and rules for restroom use are as follows:

- Respect others' privacy when using the restroom.
- Restrooms are not to be used as meeting areas and students should avoid loitering – simply use the restroom and promptly exit when finished.
- Limit oneself to a reasonable amount of time in the bathroom to allow others access, especially when using a single user restroom.
- Cell phones should not be used out of courtesy and respect for others.
- Vaping, smoking, or any other tobacco or drug-related activities are strictly prohibited in the restrooms and students found violating this expectation shall face discipline in accordance with the code of conduct, which may include a referral to local law enforcement for additional action.
- Always wash your hands after using the restroom to maintain good hygiene and prevent the spread of germs.
- Restrooms should be a safe space and any form of bullying, harassment, or inappropriate behavior will not be tolerated and should be reported immediately.

- As a general rule, it is expected that students use the restroom facility that aligns with their biological sex. In keeping with accommodations that schools may be required to provide in an equitable manner, a student may be approved for a modification to this general rule provided they have met with a counselor to review their formal request for an accommodation and have received approval from a school administrator.

Student commitments to use restrooms in ways that show respect, maturity, and responsibility only serves to benefit the entire student body. Since restrooms serve to meet common needs, violations of restroom rules or disregard for basic etiquette are considered selfish acts and are considered unacceptable at Sun Valley.

Student Expectations- PA School Code

12.2. Student responsibilities.

- (a) Student responsibilities include regular school attendance, conscientious effort in classroom work and homework, and conformance to school rules and regulations. Most of all, students are responsible to share with the administration and faculty a responsibility to develop a climate within the school that is conducive to wholesome learning and living.
- (b) No student has the right to interfere with the education of fellow students. It is the responsibility of each student to respect the rights of teachers, students, administrators and all others who are involved in the educational process.
- (c) Students should express their ideas and opinions in a respectful manner.
- (d) It is the responsibility of the students to conform to the following:
 - (1) Be aware of all rules and regulations for student behavior and conduct themselves in accordance with them. Students should assume that, until a rule is waived, altered or repealed in writing, it is in effect.
 - (2) Volunteer information in matters relating to the health, safety and welfare of the school community and the protection of school property.
 - (3) Dress and groom to meet standards of safety and health, and not to cause substantial disruption to the educational processes.
 - (4) Assist the school staff in operating a safe school for the students enrolled therein.
 - (5) Comply with Commonwealth and local laws.
 - (6) Exercise proper care when using public facilities and equipment.
 - (7) Attend school daily and be on time at all classes and other school functions.
 - (8) Make up work when absent from school.
 - (9) Pursue and attempt to complete satisfactorily the courses of study prescribed by local school authorities.
 - (10) Report accurately in student media.
 - (11) Not use obscene language in student media or on school premises.

Section VII - Student Services

Awards, Honors, & Scholarships

Awards, honors and scholarships are presented to members of our senior class. These awards serve as an incentive for our students as they pursue his/her high school diploma. Students have an obligation to submit their applications on time.

Winners of awards are determined in two ways:

1. According to the criteria established by the donor, with a selection process operated by the donor.
2. According to criteria established by the donor, with the selection being made by a scholarship committee established by the principal.

The Scholarship Committee will be comprised of the Principal, an Assistant Principal, all guidance counselors, the senior class sponsor, and teachers who are presently teaching the senior students. Scholarships awarded directly to students from post-secondary institutions should be reported to the Guidance Department for inclusion in scholarship records. Acceptance letters should also be reported to the Guidance Department.

Elevator Use

Elevator keys are obtained from the Main Office. Students must have a doctor's note indicating need and a receipt will be given for the key. If the key is not returned, the student will be fined \$10.00.

Health Services

Accident Insurance

Insurance protection is the responsibility of the parents and is mandatory for all activities. For other activities and during regular school participation, parents have the option to provide their own insurance protection for their son/daughter, or purchase a student accident plan. Forms are distributed at the beginning of each school year.

Emergency Cards

Emergency cards must be completed yearly. The card lists special health problems and designates a responsible person in the event a parent cannot be contacted. Please contact the nurse if telephone numbers or contact person change. No student can be administered any medication without a completed emergency card.

Illness at School

If a student becomes ill in school he/she must secure a pass from the teacher and report to the health suite. If the nurse is not there, he/she must report to the office. Permission from the nurse is required before a student may leave the building. The nurse will contact a parent before a student is permitted to leave. Students (regardless of age) are not permitted to declare themselves ill and sign out without permission from an administrator.

Immunization

The State of Pennsylvania has implemented new immunization guidelines. The following bullets outline the updated immunization requirements for school age children.

- For attendance in **all grades**, 4 doses of polio (4th dose on or after 4th birthday and at least 6 months after previous dose given).
- For attendance in **all grades**, 4 doses of tetanus, diphtheria and acellular pertussis (4th dose on or after 4th birthday).
- For attendance in **all grades**, 2 doses of measles, mumps, rubella (preferably given as MMR).
- For attendance in **all grades**, 3 doses of Hepatitis B.
- For attendance in **all grades**, 2 doses of Varicella or chickenpox from vaccine or by history of disease.
- For attendance in **7th grade**, 1 dose of tetanus, diphtheria, acellular pertussis (Tdap) on the first day of 7th grade.
- For attendance in **7th grade**, 1 dose of meningococcal conjugate vaccine (MCV) on the first day of 7th grade.
- For attendance in **12th grade**, 1 dose of meningococcal conjugate vaccine (MCV) on the first day of 12th grade (If one dose was given at 16 years of age or older, that shall count as the 12th grade dose).

We strongly urge you to consult with your child's physician as soon as possible. If your child has already received these vaccinations, please submit a copy of the record from your doctor to your school nurse **IMMEDIATELY**. If your child has not received the required immunization, please schedule an appointment and send in a copy of the documentation as soon as it is completed.

ON THE FIRST DAY OF SCHOOL, unless the child has a medical or religious/philosophical exemption, he/she must have all the required doses listed above or the **child will be excluded from school**.

If the child does not have all the doses listed above, the child must provide a medical plan (red and white card signed by physician) within the first five days of school for obtaining the required immunizations or be excluded from school. State law requires that all students must be immunized against DT, polio, measles, rubella and mumps.

Medication in School

If medication must be given during school hours, whether it is prescribed or over-the-counter, parents must comply with the following procedures:

The medication must be accompanied by a physician's written request, which includes the student's name, diagnosis, and medication dosage, how administered and time to be given. A new physician's note is needed at the start of each school year.

Medication must be in the original labeled pharmacy container with the student's name, name of medication, dosage and date. (Pharmacies, upon request, usually provide a labeled "school" container.) Medication not in an original labeled pharmacy container will not be administered.

Medication, which is ordered "3 times/day", can usually be administered at breakfast, upon return from school and at bedtime. Unless the medication is specifically ordered at mealtimes, there would be no need to administer it during school hours.

A maximum of one month's medication should be sent to school.

Parents /guardians must provide the medication directly to the nurse/aide or to District personnel.

Any change in dosage of medication must be confirmed to the school nurse by the physician and followed-up in writing. The physician's written order may be faxed to the certified school nurse.

Parents must notify the school nurse in writing of any change in the administration schedule of medications.

Medications will be administered as ordered on early dismissal days unless the parent notifies the school nurse in writing. Physician's orders may be faxed to the certified school nurse at each building. Please call for the number.

Physical Examinations

School law requires that a complete physical examination be given to all eleventh grade students. The family physician or the school physician may do this.

Screenings

Yearly screening tests to check height, weight and vision will be performed on all students in grades nine through twelve and hearing tests are conducted in eleventh grade.

Medical Excuses

For a student to be excused from physical education due to medical reasons, the student must submit a written physician's note to his/her teacher PRIOR to the dates for which he/she is to be excused. This note will then be forwarded to the school nurse to be placed in the students file. Doctor's notes MUST include the following information:

- Nature of injury/condition
- Dates to be excused
- Any activity restrictions

Alternative assignments will be provided and graded for medical situations.

Students who warrant an emergency medical excuse for situations beyond their control must produce a physician's note within one (1) week of the excused class. Failure to provide documentation within this time will negatively affect the students overall grade.

MIC

The MIC will be open from 7:30 a.m. to 2:55 p.m. During the regular school day, students must have a pass to come to the MIC and sign in upon arrival. Material is currently on loan for a period of two weeks.

Study Hall

Study halls are periods set aside for independent study. Students should come prepared to work in the study hall. Class assignments, homework, or books for reading are required. If students wish to see another teacher or administrator, a pass signed by that person must be presented to the study hall teacher or students will not be excused.

Student Assistance Program (SAP)

Sun Valley's Student Assistance Program (SAP) is a systemic process for the identification, referral and intervention for students who are struggling academically or are having social emotional issues. This team involves school personnel who are professionally trained to work with these students and can provide in-school education support groups, if appropriate. Students may refer themselves or may be referred by parents, faculty, or peers. Participation in the SAP program is of no cost to families. Referrals are traditionally voluntary in nature unless this involves a policy violation.

Any student in violation of the Penn-Delco policies can be subject to a mandated Administrative Student Assistance Program (SAP) Assessment for support. This means that the student and parent/guardian must participate in an assessment administered by an outside consultant for the District. This consultant, upon completion of her assessment will recommend appropriate "treatment".

In the event that the SAP assessment and recommendation are not followed through, the student will then be subject to further disciplinary action set forth by the Penn-Delco Administration and School Board. This action could result in an expulsion.

Tutoring / Extra Help

The professional staff is available for extra help after school. Students should speak to their teachers regarding their after school hours and availability. Teachers will assist any students who choose to take advantage of this help. Also, students in the honor societies provide tutoring. Students and parents can find more information about tutoring via Schoology and/or their school counselor.

Working Papers

The Child Labor Law requires that students obtain an employment certificate before beginning full or part-time work. The certificate is necessary until the age of 18 or upon high school graduation. Students must be 16 years old and have a job in order to secure a general employment certificate for full-time work. Students must be at least 14 years of age in order to secure a part-time or vacation certificate for work done after school or during summer vacation. Under the current Pennsylvania Child Labor Act, if in the issuing officer's judgment, the applicant cannot maintain adequate academic achievement if permitted to work during the school year, the application can be denied. Similarly, an issuing officer may revoke a work permit if it is the issuing officer's judgment that the applicant cannot maintain adequate academic achievement if permitted to work during the school year.

To secure a certificate use the following procedure:

A parent or guardian must be present to secure an application. The student's birth certificate, baptismal certificate, or passport must be presented at that time along with a parent or guardian's driver's license.

Extracts from Child Labor Laws of Employment of Minors

Hours of employment:

Minors 14 and 15 years old

1. During the school term - maximum 4-hours on school days, eight hours on any other day and 18 hours per school week, and only at a time that does not interfere with school attendance.
2. During school vacation - maximum 8 hours per day, 44 hours per week.
3. Night work - no minor under 16 shall be employed before 7:00 a.m. or after 7:00 p.m. except during school vacation (June to Labor Day) when minors may work between 7:00 a.m. and 10:00 p.m. (Minors distributing newspapers may work between 6:00 a.m. and 8:00 p.m.).

At any time, maximum employment is 6 days per week with a 30-minute meal period required, after 5 hours of work.

Minors 16 and 17 years old

1. During the school term - maximum 28 hours per school week. If a vacation day or days fall during a particular week 4 hours may be added for each vacation day up to a maximum of 44 hours.
2. During school vacation - maximum 8 hours per day - 44 hours per week.
3. Night work - no 16 or 17 year old shall be employed between midnight and 6:00 a.m. when enrolled in school. Students may work until 1:00 a.m. on nights preceding a school holiday, or Friday/Saturday nights.

At any time - maximum employment - 6 days per week with a 30-minute meal period required after 5 hour

Yearbook Name Change Request

Sun Valley High School Yearbook Name Change Request Guidelines

The Sun Valley HS Yearbook Committee understands that sometimes a name change is desired by students. If a student would like to change their name in the yearbook, please review the following policy and guidelines and submit this completed form to the Yearbook Advisor by **September 30th**.

The Yearbook Committee will change your LEGAL NAME on file in the current yearbook if the student meets the following conditions:

Option A. You are over the age of 18 years on or before September 30th of the current school year. If over 18 years of age, no parent/guardian notification or approval is necessary.

-OR-

Option B. You are under the age of 18 years on or before September 30th of the current school year. You must obtain parent/guardian approval shown by signatures on this form. Once this form is submitted, the parent/guardian will receive a follow-up phone call from the respective yearbook advisor to confirm this decision.

In either case, the respective yearbook committee will do their best to change the student's name appearing throughout the yearbook, but **cannot guarantee that all instances will be discovered and changed**. This is not a fool-proof process.

In order to publish the yearbook in a timely manner, the yearbook committee has to meet deadlines with the publisher throughout the school year. Once pages are submitted to Jostens for printing, we can no longer make changes to those pages. Once your name change request has been approved you **cannot change your name back or change it again** for that school year's yearbook publication.

Name change requests will **NOT be accepted after September 30th**.

We reserve the right to **refuse offensive and derogatory names** and request a different name be chosen (generally, in the case of nicknames).

The student's name change request will only apply to the current school year's edition of the yearbook. The name change request **must be submitted annually for each new edition**.

Thank you for the opportunity to serve you. If you have any questions, please do not hesitate to contact administration, the yearbook advisor, or any school counselor at your school.

Sun Valley High School Yearbook Name Change Request Form

**Please return your completed form to the Main Office % Ms. Bondanza
or email to abondanza@pdsd.org no later than September 30th.**

LEGAL NAME ON FILE with Penn Delco SD: _____

REQUESTED NAME: _____

Option A. I, _____ (print name), certify that I am over the age of 18 (as of September 30th of the current school year) and I do not need parent/guardian approval to make this name change request.

_____ (signature of student over 18)

-OR-

Option B. My child, _____ (print name), requests that his/her/their name be changed in the yearbook. I approve of this name change to be printed in the current year's edition of their respective yearbook which will be distributed to any and all persons who purchase a yearbook, including students, parents, community members, alumni websites, staff members, and other community organizations such as libraries and alumni associations. As my child is not yet 18 years of age as of September 30th of the current school year, my signature indicates my approval for this change to occur.

_____ (signature of parent/guardian) DATE: _____

_____ (printed name of parent/guardian)

_____ (signature of student) DATE: _____

_____ (printed name of student)

_____ (parent/guardian phone number where you may be reached during the day to verify this requested action)

APPROVED _____ DENIED _____ DATE: _____

Advisor signature

Advisor signature

**THIS ACTION IS GOOD FOR THE CURRENT SCHOOL YEAR
ONLY (2024 - 2025) AND MUST BE RENEWED ANNUALLY.**

Technology

You can find the Penn Delco School District Technology Handbook [HERE](#).

Below is a quick FAQ regarding chromebooks at SVHS.

SVHS Student Chromebook FAQ

1. **What happens when a student forgets their Chrome Book at home for one day?**

If a student is in the building without a chromebook they would then come directly to the tech office (A-8) to be handed a loaner chromebook for the day. The loaner will be fully charged as we do not have the capacity to hand out loaner chargers. Students must have a student ID to verify who is receiving the loaner and sign it out accordingly. The loaner must be turned in at the end of the day or the amount for a replacement loaner will be added to the student's financial responsibilities. There are a limited number of loaner chromebooks available.

2. **What happens when a student breaks a Chrome Book?**

If a student "breaks" a ChromeBook and it can be fixed in the tech office, the student will be lent a loaner chromebook while it is being fixed. School consequences will apply based on the student code of conduct if applicable. If a student breaks a ChromeBook and it is not able to be fixed in the tech office, that student will be subject to pay for the ChromeBook in full, as well as shipping costs to fix the ChromeBook. If a student has insurance purchased through the district, we will follow the insurance guidelines.

A help desk ticket can be filled out for speedy resolution to the above and/or other chromebook related issues here: <https://helpdesk.pdsd.org/mc/up/new-ticket/45613?isEmbedded=true>

All other technology information and FAQs can be found in the Penn Delco Technology Handbook [Here](#):